

[On behalf of the Auditor]

To the directors of:
[<<name of Company>>] Limited

[<registered office address>]

[<<Date>>]

Dear Sirs,

[<<insert full name and registered number of the Company>> "Company"]

Statement of ceasing to hold office as Auditor pursuant to section 519 of the Companies Act 2006

We hereby resign as auditors of the Company with effect/effect from <<insert date>>].

EITHER

[We confirm that in accordance with section 519 of the Companies Act 2006, we consider that
neither the reasons for us ceasing to hold office as auditors of the Company nor the reasons
need to be brought to the attention of the members of the Company.]

OR

[In accordance with section 519 of the Companies Act 2006, the reasons for our ceasing to hold
office as auditor of the Company] AND the reasons connected with our ceasing to hold office as
auditor of the Company that we consider should be brought to the attention of the members and
creditors of the Company] are as follows:

No amounts are owing to us by the Company or on any other account.

Yours faithfully,

.....

[Name of Auditor]

[Auditor's Name and Address]

[Auditor's Number on Register of Auditors]