

# SOC 2 bridge letter Template

( To be provided on company letter head)

Dear **{Company Name}**'s client

**{Company Name}** retains **{Audit Firm Name}** to issue a **{time/observation period}** SOC 2 Type II reports for its **{Name of SaaS application (in-scope)}**. Currently, **{Company Name}** has a SOC 2 Type 1 report dated **{dd/mm/yy}**. The present testing/observation period for its Type II report is **{dd/mm/yy}** to **{dd/mm/yy}**.

This letter confirms that, for the period from **{dd/mm/yy}**, to the date of this letter, there have been no material changes to the system of internal controls that we believe would adversely affect the conclusions reached in the SOC 2 Type 1 report that you previously received.

This letter is not intended as a substitute for the SOC 2 Type II report, or to provide you with a certification of **{Company Name}**'s internal controls, or to suggest that the **{Company Name}** has performed a separate evaluation of its controls to produce this letter.

Sincerely  
Company Name  
Address  
Email