

# Notification of Infrastructure Investment Assessment

Date: [Insert Date]

To: [Board Director's Name]

Position: [Board Director's Position]

[Company Name]

[Company Address]

Dear [Board Director's Name],

We are pleased to notify you that the assessment concerning the infrastructure investment initiatives is set to commence on [Start Date] and will conclude by [End Date]. This assessment aims to thoroughly evaluate potential opportunities and risks associated with our proposed infrastructure investments.

Your expertise and insights will be invaluable in this process, and we look forward to your guidance throughout the assessment. Please confirm your availability for the initial meeting scheduled for [Meeting Date and Time].

Should you have any questions or require further information, please do not hesitate to contact me at [Your Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]