

Request for Financial Viability Analysis

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Address]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request a financial viability analysis for the upcoming project, [Project Name]. As we move forward with our planning and decision-making process, it is crucial to assess the financial implications and overall viability of this initiative.

The key areas I would like you to focus on include:

- Projected revenue and expenses
- Break-even analysis
- Return on investment (ROI) estimates
- Risk assessment

We aim to have this analysis completed by [Insert Date], allowing us to make informed decisions moving forward. Please let me know if you need any additional information or if there are any specific requirements to facilitate this analysis.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]