

# Subject: Involvement of Familial Stakeholders in Succession Planning

Date: [Insert Date]

To: [Stakeholder's Name]

From: [Your Name]

[Your Position/Title]

[Your Organization/Company]

Dear [Stakeholder's Name],

I hope this message finds you well. As we approach a critical phase in our organization's development, I believe it is essential that we engage all familial stakeholders in the succession planning process.

Our aim is to ensure a seamless transition of leadership that not only respects our organization's legacy but also incorporates the insights and perspectives of our family members. Your involvement is crucial, and I would like to invite you to participate in scheduled discussions regarding our plans.

We will be hosting a meeting on [Insert Date] at [Insert Time] at [Insert Location/Platform]. This will be an opportunity to share your thoughts and suggestions and to collaborate on a plan that reflects our collective vision for the future.

Please RSVP by [Insert Deadline Date]. Your input is valued and will greatly influence our approach to this important process.

Thank you for considering this invitation. I look forward to your response and to working together towards a successful succession.

Warm regards,

[Your Name]

[Your Position/Title]

[Your Organization/Company]

[Your Contact Information]