

# Financial Risk Assessment Gathering

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Financial Risk Assessment Template

Dear [Recipient Name],

I hope this message finds you well. In order to proceed with our upcoming financial risk assessment, I would like to gather essential information to ensure a comprehensive evaluation.

## Information Required:

1. Company Financial Statements (last 3 years)
2. Current Debt Obligations
3. Cash Flow Projections
4. Details of Risk Management Strategies
5. Market Analysis Reports

Please provide the requested documentation by [Insert Deadline] to facilitate the timely completion of the assessment. If you have any questions or require further clarification, feel free to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]