

Proxy Voting Instructions

Date: [Insert Date]

To: [Shareholder Name]

Address: [Shareholder Address]

Dear [Shareholder Name],

You are cordially invited to attend the upcoming shareholder meeting for [Company Name] scheduled for [Date of Meeting] at [Time of Meeting]. Your vote is important to us, and we encourage you to participate.

Proxy Voting Instructions

If you are unable to attend the meeting in person, you can exercise your voting rights by completing the proxy form enclosed with this letter. Please follow the instructions below:

1. Complete the proxy form by indicating your votes for each item on the agenda.
2. Sign and date the proxy form.
3. Return the completed form to us by mail or email it to [Email Address] by [Deadline for Submission].

Agenda Items for Vote

- Election of Directors
- Approval of Auditors
- Adoption of By-Laws

Thank you for your continued support. If you have any questions, please do not hesitate to contact us at [Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Company Name]