

Loss Statement Submission

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Recipient Name
Recipient Title
Company Name
Company Address
City, State, Zip Code

Dear [Recipient's Name],

I hope this message finds you well. As per our recent discussions regarding potential partnership opportunities, I am submitting the attached loss statement for your review.

This document outlines our financial performance over the past [specific time period], highlighting the challenges we have encountered that have led to the reported losses. I believe this information will provide valuable context as we explore ways to collaborate effectively.

Please feel free to reach out should you require any further details or clarifications regarding the statement. I look forward to your feedback and to continuing our discussions about potential partnership avenues.

Thank you for your time and consideration.

Sincerely,
[Your Name]
[Your Position]
[Your Company]