

Dividend Policy Announcement

Date: [Insert Date]

To: [Shareholders/Investors]

From: [Company Name]

Subject: Announcement of Dividend Policy

Dear [Shareholders/Investors],

We are pleased to announce the establishment of our dividend policy, aimed at providing our shareholders with a consistent return on their investment while ensuring the long-term growth and sustainability of [Company Name].

Effective [Effective Date], [Company Name] will implement a dividend payout ratio of [XX%] of the company's net income. We anticipate declaring dividends on a [quarterly/annual] basis, with the first dividend payment scheduled for [Date of First Payment].

This policy reflects our confidence in the company's financial performance and commitment to enhancing shareholder value. We believe that a disciplined approach to capital allocation will allow us to reinvest in growth initiatives while also providing returns to our valued shareholders.

We appreciate your continued support and trust in [Company Name]. Should you have any questions regarding this dividend policy, please do not hesitate to contact our Investor Relations department at [Contact Information].

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]