

# Environmental Impact Assessment Findings

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Presentation of Environmental Impact Assessment Findings

Dear [Recipient Name],

I am writing to formally present the findings of the recently conducted Environmental Impact Assessment (EIA) for [Project Name/Location]. This assessment was undertaken to evaluate the potential environmental impacts associated with the proposed project.

## Summary of Findings

- **Impact on Air Quality:** [Brief Description]
- **Impact on Water Resources:** [Brief Description]
- **Impact on Biodiversity:** [Brief Description]
- **Socio-Economic Impacts:** [Brief Description]

## Recommendations

[Summary of Recommendations]

We invite you to attend a presentation of these findings on [Insert Date & Time] at [Insert Venue/Platform]. Your insights and feedback will be invaluable as we move forward with the project.

Please confirm your attendance at your earliest convenience.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]