

End-of-Year Financial Summary Notification

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. As we approach the end of the year, we would like to provide you with a summary of your financial account with us for the year [Insert Year].

Financial Summary

- Total Income: \$[Insert Amount]
- Total Expenses: \$[Insert Amount]
- Net Profit/Loss: \$[Insert Amount]

If you have any questions or require further details regarding this summary, please do not hesitate to reach out to us.

Thank you for your continued partnership. We look forward to serving you in the upcoming year.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]