

# Equity Incentive Plan Invitation

Date: [Insert Date]

[Employee Name]

[Employee Address]

[City, State, Zip Code]

Dear [Employee Name],

We are pleased to invite you to participate in our Equity Incentive Plan (EIP). This plan has been designed to reward employees for their contributions and align your interests with the long-term success of [Company Name].

As part of the EIP, you will have the opportunity to acquire shares of [Company Name] at a favorable price. Please find attached the plan details, including eligibility criteria and how it can benefit you.

We believe that your participation in this plan will not only enhance our company's performance but also provide you with significant benefits as our business continues to grow.

Please review the enclosed materials and feel free to reach out if you have any questions or require further information. We look forward to your positive response.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]