

Notice of Annual General Meeting

Dear Shareholder,

We are pleased to invite you to attend the Annual General Meeting (AGM) of [Company Name] scheduled for [Date] at [Time]. The meeting will be held at [Location].

Please confirm your attendance by completing the RSVP below:

RSVP Confirmation

Name:

Shareholder ID:

If you are unable to attend, please consider submitting your proxy form to ensure your votes are counted.

Thank you for your continued support.

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