

Stock Ownership Certificate Issuance Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the issuance of a stock ownership certificate for my holdings in [Company Name]. I have recently completed my purchase of [Number] shares of [Stock Ticker].

Details of my stock ownership are as follows:

- Shareholder Name: [Your Name]
- Number of Shares: [Number of Shares]
- Date of Purchase: [Purchase Date]
- Stock Ticker: [Stock Ticker]

Please let me know if you require any further information or documentation to process this request. I appreciate your prompt attention to this matter, and I look forward to receiving the stock ownership certificate soon.

Thank you.

Sincerely,

[Your Name]