

# Dear Shareholders,

We are pleased to inform you about an important decision that our Board of Directors has made regarding our company's stock structure. In order to enhance liquidity and make our shares more accessible to a broader range of investors, we will be undertaking a stock split.

Details of the Stock Split:

- **Type of Split:** 2-for-1 Stock Split
- **Effective Date:** [Insert Effective Date]
- **New Trading Symbol:** [If Applicable]

After the stock split, shareholders will receive an additional share for every share they currently own. This means that if you hold 100 shares before the split, you will hold 200 shares afterward, while the total value of your investment remains the same at the time of the split.

We believe that this action will make our stock more affordable for new investors and enhance the overall market for our shares. Please feel free to reach out to our investor relations department at [Insert Contact Information] if you have any questions regarding this process.

Thank you for your continued support of [Company Name].

Sincerely,

[Your Name]

[Your Title]

[Company Name]