

# Formal Notice of Capital Injection

Date: [Insert Date]

To: [Shareholder Name]

[Shareholder Address]

Dear [Shareholder Name],

We are writing to inform you of a planned capital injection in [Company Name], as approved by the Board of Directors. This capital injection aims to enhance our operational capacity and support our growth strategy.

The details of the capital injection are as follows:

- Amount: [Insert Amount]
- Purpose: [Briefly specify purpose]
- Expected Completion Date: [Insert Date]

As a valued shareholder, your involvement and support are instrumental to our success. Please confirm your acknowledgment of this notice and indicate your interest in participating in the capital injection.

Should you have any questions, please do not hesitate to reach out to us at [Contact Information].

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]