

# Dividend Information Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request information regarding my dividend history for the shares I hold in [Company Name]. My details are as follows:

- Account Number: [Your Account Number]
- Stock Symbol: [Stock Symbol]

Specifically, I would like to know the following:

- The dates and amounts of dividends paid over the last [time period]
- Any information regarding upcoming dividend payments

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]