

Notice to Shareholders

Date: [Insert Date]

Dear Shareholders,

We are writing to inform you of important changes regarding the stock options held by our shareholders. In light of recent market developments and our commitment to maintaining the best interests of our stakeholders, we have made the following alterations:

- **Adjustment of Stock Option Terms:** The terms and conditions of stock options granted on [Insert Date] will be amended to reflect [insert key changes].
- **New Exercise Price:** The exercise price for the options will be adjusted to [insert new exercise price].
- **Vesting Schedule Changes:** The vesting schedule will now be [insert new vesting schedule].

We believe these changes are necessary to ensure the continued growth and success of our company and to align the interests of our shareholders and executives. Your understanding and support during this transition are greatly appreciated.

If you have questions or need further clarification, please do not hesitate to contact our investor relations team at [insert contact information].

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]