

Notification to Shareholders

Date: [Insert Date]

Dear [Shareholder's Name],

We are writing to inform you of an important change regarding the management of our shareholder services. Effective [Insert Effective Date], we will be transitioning our transfer agent services from [Current Transfer Agent Name] to [New Transfer Agent Name].

This change is part of our ongoing effort to enhance our shareholder services and provide you with a more efficient experience. The new transfer agent will offer improved features, including [Briefly Describe Benefits or Features], ensuring that your needs as a shareholder are met effectively.

Please note the following details regarding the new transfer agent:

- Name: [New Transfer Agent Name]
- Address: [New Transfer Agent Address]
- Phone: [New Transfer Agent Phone Number]
- Email: [New Transfer Agent Email]

Your shares will automatically be transferred to the new transfer agent. There is no action required on your part, and your rights as a shareholder will not be affected.

If you have any questions or require further assistance, please feel free to contact us at [Your Contact Information] or reach out to the new transfer agent directly using the information provided above.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]