

Shareholder Voting Rights Verification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Company Secretary/Relevant Contact Person],

I am writing to formally request verification of my rights related to shareholder voting for shares I hold in [Company Name].

As a shareholder, I wish to understand the extent of my voting rights, including any relevant policies or procedures that may apply. Specifically, I would like clarification on:

- Eligibility to vote in upcoming shareholder meetings.
- The process for casting my vote.
- Any limitations or conditions affecting my voting rights.

Please respond at your earliest convenience as I would appreciate this information to prepare for future shareholder meetings.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position if applicable]