

# Ownership Confirmation Letter

Date: [Insert Date]

[Shareholder's Name]  
[Shareholder's Address]  
[City, State, Zip Code]

Dear [Shareholder's Name],

This letter serves as a formal confirmation of your ownership of shares in [Company Name]. As of the date stated above, you are recorded as the owner of [Number of Shares] shares of common stock in [Company Name].

Details of your ownership are as follows:

- Shareholder ID: [Shareholder ID]
- Type of Shares: [Type of Shares]
- Share Certificate Number: [Certificate Number]
- Issue Date: [Issue Date]

If you have any questions or require further information regarding your share ownership, please feel free to contact us at [Company Contact Information].

Thank you for your continued support of [Company Name].

Sincerely,  
[Your Name]  
[Your Position]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]