

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request clarification regarding the recent announcement of special dividends for shareholders. As a shareholder, I would like to understand the criteria used to determine the amount and timing of these dividends.

Additionally, it would be helpful to know how this decision aligns with the company's overall financial strategy and how it may impact future dividend distributions.

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

Sincerely,

[Your Name]

[Your Title or Position, if applicable]