

Dear Shareholders,

We hope this letter finds you well. We are writing to inform you about an upcoming opportunity regarding a rights issue that our company is initiating.

As part of our ongoing efforts to strengthen our capital base and support future growth initiatives, the Board of Directors has approved a rights issue of **[Number of Shares]** shares at a price of **[Issue Price]** per share.

This rights issue will be offered to our existing shareholders in proportion to their current holdings. The record date for determining the eligible shareholders will be **[Record Date]**, and the rights offering period will begin on **[Start Date]** and end on **[End Date]**.

We encourage you to review the accompanying documentation which outlines all relevant details, including subscription guidelines and important dates. We believe this rights issue will create significant value for our shareholders and position our company for future success.

If you have any questions, please do not hesitate to contact our investor relations team at **[Contact Information]**.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Contact Information]