

Dear [Shareholder's Name],

We hope this message finds you well. We are reaching out to provide you with important details regarding the upcoming rights issue for [Company Name].

Rights Issue Overview

As part of our ongoing commitment to strengthen our capital base and support future growth, we are pleased to announce a rights issue to raise funds amounting to [amount]...

Key Details

- **Issue Ratio:** [number] rights shares for every [number] shares held
- **Issue Price:** [price] per rights share
- **Record Date:** [date]
- **Subscription Period:** From [start date] to [end date]

How to Subscribe

Instructions on how to subscribe to your rights shares will be provided in a separate communication. Please ensure that your contact details are up to date.

Questions

If you have any questions or require further information regarding the rights issue, please do not hesitate to contact our investor relations team at [contact email] or [contact phone number].

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

Sincerely,

[Your Name]
[Your Position]
[Company Name]