Dear Shareholder,

We hope this message finds you well. As we approach our upcoming official announcement, we are committed to ensuring that our shareholders' voices are heard.

We would like to invite you to provide your valuable input regarding the matters that will be discussed. Your feedback is essential in guiding our decisions and strategies moving forward.

Please submit your comments and suggestions by [Insert Deadline Date]. We aim to incorporate your perspectives as we finalize our announcement.

Thank you for your continued support and engagement.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]