

# Dear [Shareholder Name],

We hope this message finds you well. As a valued shareholder of [Company Name], we are reaching out to inform you of recent adjustments that are required due to regulatory changes.

## Overview of Changes

As part of our commitment to compliance and transparency, [Company Name] will be implementing modifications to [describe the relevant aspect affected by the regulatory changes, e.g., share structure, dividend payouts, reporting requirements]. These changes are in response to the new regulations set forth by [Regulatory Authority] that took effect on [Date].

## Details of Adjustments

- **Adjustment 1:** [Description of the adjustment]
- **Adjustment 2:** [Description of the adjustment]
- **Adjustment 3:** [Description of the adjustment]

## Impact on Shareholders

These adjustments are expected to [explain the impact on the shareholders], and we believe they will [highlight any potential benefits or important considerations].

## Next Steps

We encourage you to review the enclosed documents which provide further details on the changes and their implications. Should you have any questions or require clarification, please do not hesitate to contact our investor relations team at [Contact Information].

## Conclusion

Thank you for your continued support and trust in [Company Name]. We value our relationship with you and are committed to maintaining transparency as we navigate these changes together.

Sincerely,

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