

Subject: Request for Your Participation in an Upcoming Focus Group Meeting

Dear [Shareholder's Name],

We hope this message finds you well. As a valued shareholder of [Company Name], we would like to invite you to participate in a focus group meeting aimed at gathering insights and feedback on [specific topic or area]. Your perspective is crucial to our ongoing efforts to enhance our services and strategies.

Meeting Details:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Location/Virtual Link]

Please let us know your availability by [RSVP deadline]. Your participation will be instrumental in shaping the future direction of [Company Name].

Thank you for your continued support and investment in our company.

Sincerely,

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