

# Financial Proficiency Evaluation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to inform you that you have been selected for a financial proficiency evaluation as part of our ongoing assessment program. This evaluation aims to gauge your understanding and skills related to financial management and planning.

Details of the Evaluation:

- **Date:** [Insert Evaluation Date]
- **Time:** [Insert Evaluation Time]
- **Location:** [Insert Location]

Please prepare by reviewing the relevant material and be ready to demonstrate your financial decision-making abilities.

If you have any questions or require further information, feel free to contact us at [Insert Contact Information].

Best regards,

[Your Name]

[Your Position]

[Your Company]