

Dear [Partner's Name],

I hope this message finds you well. I am writing to inform you about a recent development regarding our investment portfolio that requires our immediate attention.

As you may be aware, the market conditions have significantly changed, and unfortunately, we have experienced a loss in our investment endeavors. The total loss amounts to [insert amount or percentage], which has impacted our expected returns.

We understand that this news may be concerning, and I want to assure you that we are actively analyzing the situation. Our team is working diligently to assess the causes of the loss and develop a robust recovery strategy moving forward.

We value your partnership and are committed to transparency throughout this process. We will be scheduling a meeting on [insert date] to discuss our findings and proposed actions. Your input would be invaluable, and we encourage you to join the discussion.

Thank you for your understanding, and we look forward to navigating this situation together.

Sincerely,
[Your Name]
[Your Position]
[Your Company]