

Investment Loss Notification

[Date]

[Client's Name]

[Client's Address]

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you about the performance of your investment portfolio as of [date]. Unfortunately, we have observed a decline in the value of some of your investments.

The overall performance of your portfolio has resulted in a loss of approximately [insert percentage or dollar amount]. This decline is primarily due to [briefly explain the reasons, such as market conditions, economic factors, etc.].

We understand that this news may be concerning, and we want to assure you that our team is actively monitoring the situation and exploring strategies to mitigate further losses. We are committed to keeping you informed during this process and will provide regular updates on any developments.

Please feel free to reach out to us with any questions or concerns regarding your investments. We are here to assist you and provide support during these challenging times.

Thank you for your understanding and trust in us.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]