

Letter of Change in Dividend Reinvestment Preferences

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a change in my dividend reinvestment preferences for my account with [Company Name]. My account number is [Your Account Number].

Currently, my dividends are being reinvested into additional shares of the company's stock. I would like to change this preference to receive my dividends in cash instead. This change is effective immediately, unless otherwise specified.

Please confirm the changes to my dividend reinvestment preferences at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]