

Investor Due Diligence Inquiry

Date: [Insert Date]

To: [Investor's Name]
[Investor's Address]
[City, State, Zip Code]

Dear [Investor's Name],

We are excited about the opportunity to engage with you regarding your interest in [Company/Project Name]. As part of our investor due diligence process, we kindly request additional information to facilitate a thorough evaluation.

Requested Information:

- Recent financial statements for the last [insert number] years.
- Current business plan and market analysis.
- Details on management team and organizational structure.
- Relevant legal and compliance documents.
- Any existing investor agreements and commitments.

Please provide the requested information by [Insert Deadline Date]. Should you have any questions or require further clarification, feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your cooperation. We look forward to your prompt response as we proceed with the due diligence process.

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