

Dear [Client's Name],

I hope this message finds you well. As part of our ongoing commitment to managing your investments effectively, I am writing to provide a review of your capital gains portfolio.

As of [Date], your portfolio has seen the following changes:

- **Investment A:** [Details of capital gains]
- **Investment B:** [Details of capital gains]
- **Investment C:** [Details of capital gains]

Overall, your portfolio has performed [insert performance metrics or summary]. It is important to assess the current market conditions and adjust our strategies accordingly.

Please let me know if you would like to discuss any specific investments or if you have any questions regarding your portfolio.

Thank you for your continued trust in our services.

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