

Investment Budget Allocation for New Product Development

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

I am writing to propose an investment budget allocation for the development of our new product, [Product Name]. After thorough market research and analysis, we believe this product has significant potential to enhance our market position and drive revenue growth.

Proposed Budget Allocation

- Research and Development: \$[Amount]
- Marketing and Advertising: \$[Amount]
- Production and Manufacturing: \$[Amount]
- Staffing and Training: \$[Amount]
- Contingency Fund: \$[Amount]

The total requested budget for this project is \$[Total Amount]. We believe that with these funds, we can successfully bring [Product Name] to market within [Estimated Timeframe].

I appreciate your consideration of this proposal and look forward to discussing it further.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]