

Board Proposal Review Request

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Request for Review of Proposal: [Proposal Title]

Dear [Board Member's Name],

I hope this message finds you well. I am writing to formally request your review of the attached proposal titled "[Proposal Title]", which aims to [briefly describe the purpose of the proposal].

Your insights and feedback are invaluable to us, and we believe your expertise in [mention relevant area or expertise] will greatly enhance the quality and effectiveness of this proposal.

We would appreciate if you could take the time to review the document by [insert deadline], as it will be discussed in our upcoming board meeting on [insert meeting date].

Thank you for considering this request. I look forward to hearing your thoughts.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]