

# Letter for Board Governance Policy Review

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

Dear [Recipient Name],

As part of our commitment to maintaining effective governance practices, we are undertaking a review of our board governance policies. This review aims to ensure that our policies align with best practices and reflect our organization's current needs.

We kindly request your participation in this review process. Your insights and experiences are invaluable as we refine our governance framework. Enclosed with this letter, you will find the current board governance policies for your reference.

Please provide your feedback by [Insert Deadline Date]. We plan to consolidate all input and discuss the proposed changes during our upcoming board meeting on [Insert Meeting Date].

Thank you for your attention and support in enhancing our governance practices. Should you have any questions, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Your Contact Information]