[SPECIFY DATE OF CREATION]

[SPECIFY CONTACT NAME]

[SPECIFY ADDRESS]

[SPECIFY ADDRESS 2]

[SPECIFY CITY, STATE]

[SPECIFY ZIP CODE OR POSTAL CODE]

**OBJECT: INVESTMENT REQUEST**

Dear [SPECIFY CONTACT NAME],

[INSERT YOUR COMPANY’S NAME] is a corporation duly organized and existing in compliance with the laws of [SPECIFY STATE]. Our company is a firm of known and irrefutable reputation for quality, integrity and managerial expertise in the field of [SPECIFY BUSINESS AREAS OF OUR COMPANY]. The Company has been existing for [SPECIFY NUMBER OF YEARS] and the average annual sales has been continuously growing since its inception.

The Company was formed by its president [SPECIFY THE NAME OF THE PRESIDENT] together in [SPECIFY THE MONTH AND YEAR] in [SPECIFY PLACE OF INCORPORATION] with the other founder who also serves as the Company’s [SPECIFY POSITION OF THE CO-FOUNDER].

The company, since the first year of its operation has been constantly and steadily growing. The previous year we were able to achieve the gross sales of [SPECIFY AMOUNT] as shown in our reports submitted to the SEC and such report is also attached herein.

The Company’s opportunity for growth has been so vast that it has to decline some opportunities in order to prioritize the best opportunity for the company. Despite diligent effort, opportunities that are knocking at the company’s door, opportunities that are hard to resist. Because of this, the Company is extending its doors to investors like you to be part of the industries growing demand for solutions.

The funds that the Company would raise due to this initiative shall be used to fund the [SPECIFY BUSINESS VENTURES].

An attractive rate of return is expected to be received by our investors. Given our very strong track record, earning an above average return is highly doable.

We love to discuss with you the details of this proposal.

If you have any questions or concerns regarding this offer, you can call me at [SPECIFY TELEPHONE NUMBER].

Sincerely,

[YOUR NAME]

[YOUR TITLE]

[YOUR CONTACT NUMBER]

[YOUR WORK EMAIL]

[YOUR COMPANY NAME]

[YOUR COMPANY ADDRESS]

Tel.: [SPECIFY CONTACT NUMBER], Fax: [SPECIFY FAX NUMBER]

[SPECIFY COMPANY EMAIL]