{{p letter\_date\_insert}}

**{{corp.name}}**

{{president.pres\_address}}

{{p letter\_attn\_insert}}

Dear {{president.pres\_salutation}}:

|  |  |
| --- | --- |
| **Re:** | **{{ div\_and\_or\_bonus }} Payment – {{div\_pmt\_date|toDate("June 3, 1990")}}** |

I have enclosed:

1. Our Statement of Account;
2. {{director\_list|plural("Director's/Directors'")}} Special Resolution for the {{div\_pmt\_date|toYear}} {{div\_and\_or\_bonus|lower}} payments; and
3. postage paid, return envelope.

Please sign the enclosed {{director\_list|plural("Director’s/Directors’")}} Special Resolution and return it to me so that I can report to your accountant and update your corporate minute book.

If you have any questions, please call me.

{{p letter\_closing\_insert}}