

Subject: Scaling [Company Name]: Series A Workforce Expansion Plan

Dear [Investor Name],

Following our recent growth milestones, I am writing to share our workforce scaling strategy as we prepare for our Series A round.

Since our Seed round, we have achieved [mention key metric, e.g., 3x revenue growth or X users]. To maintain this momentum and capture [Target Market Share], we are ready to transition from a founder-led execution model to a departmental leadership structure.

Our Series A hiring roadmap focuses on three core pillars:

- **Leadership Bench:** Recruiting VPs of Engineering, Sales, and Operations to professionalize our core functions.
- **Engineering & Product:** Doubling our technical headcount to accelerate the rollout of [Specific Feature/Product].
- **Go-to-Market Engine:** Building a high-velocity sales and customer success team to scale CAC-efficient growth.

We have already identified key hires and established a cultural framework designed to maintain our speed while doubling our headcount. Our objective is to grow from [Current Number] to [Target Number] employees within [Number] months of funding.

I have attached our detailed workforce projection and organizational chart for your review. I would welcome the opportunity to discuss how this talent strategy will drive our path to Series B.

Best regards,

[Your Name]
[Your Title]
[Company Name]