

[Company Name]
[Company Address]
[City, State, Zip Code]
[Date]

[Investor Name]
[Investor Address]
[City, State, Zip Code]

Dear [Investor Name],

On behalf of [Company Name], I would like to officially welcome you as our newest partner. We are honored to have your support and confidence as we work toward achieving our long-term goals.

Your investment marks a significant milestone for our company. We are committed to maintaining a transparent relationship and providing you with regular updates regarding our progress, financial performance, and upcoming initiatives.

As part of our onboarding process, you will soon receive access to our investor portal. Attached to this letter, you will also find a summary of our upcoming reporting schedule and the contact details for our Investor Relations team.

We look forward to a successful and productive partnership. If you have any immediate questions, please feel free to contact me directly at [Phone Number] or [Email Address].

Welcome to the team.

Best regards,

[Signature]
[Sender Name]
[Title]
[Company Name]