

Example Request for Annual Financial Report to Shareholders

[Date]

[Fictitious Corporation]

[Attn: Jonathan Smith, Corporate Secretary]

[555 Anywhere St.

Anytown, CA 90000]

Re: Request for Annual Financial Report to Shareholders [and income statement and balance sheet, if applicable]

The undersigned are the record holders of [X] shares of Fictitious Corporation common stock.

The corporation's shareholders have not received an annual financial report for the previous fiscal year as required under California Corporations Code § 1501. The previous fiscal year ended on [Date], [more than] 120 days ago. The undersigned shareholders request that the corporation deliver or mail to the shareholders, within 30 days from the date of this request, the financial reports, statements, and any other documents required under §1501(a).

The requested documents should be mailed or delivered to the following address:

John and Mary Doe, [Address]

Robert and Rhonda Doe, [Address]

Very Truly Yours,

John and Mary Doe

Robert and Rhonda Roe