

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, ZIP Code]

Dear [Recipient Name],

Subject: Financial Report for the Year Ended [Year]

We are pleased to present the financial report for PJSC [Your Company Name] for the year ended [Year]. This report contains a comprehensive overview of our financial performance, including the balance sheet, income statement, and cash flow statement.

Key Highlights:

- Total Revenue: [Amount]
- Net Profit: [Amount]
- Total Assets: [Amount]
- Shareholder Equity: [Amount]

Please find enclosed the detailed financial statements for your review. Should you have any questions or require further clarification, do not hesitate to contact us.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]