

Invitation to Discuss Potential Merger

Dear [Board Director's Name],

We are reaching out to formally invite you to participate in a discussion regarding a potential merger between [Company A] and [Company B]. Your insights and expertise are highly valued, and your presence would be instrumental in shaping our approach.

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location or Virtual Meeting Link]

Please confirm your availability by [RSVP Date]. We look forward to your positive response and a fruitful discussion.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]