

Business Acquisition Confirmation

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company Name]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm the acquisition of [Acquired Company Name] by [Acquiring Company Name], effective [Effective Date]. This decision is the culmination of extensive discussions and due diligence.

We believe that this acquisition will bring about significant mutual benefits and enhance our competitive position in the market. We are fully committed to ensuring a smooth transition and will keep you informed throughout the process.

Please feel free to reach out to me directly if you have any questions or require further information.

Thank you for your continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]