

Business Acquisition Notification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

We are pleased to announce that as of [Acquisition Date], [Your Company Name] has successfully acquired [Acquired Company Name]. This strategic acquisition is part of our commitment to expanding our capabilities and enhancing our service offerings.

The integration of [Acquired Company Name] into our operations will enable us to deliver even greater value to our clients and stakeholders. We are confident that this move will strengthen both organizations and create opportunities for growth and innovation.

We appreciate your continued support during this transition and are excited about the possibilities ahead. Should you have any questions or require further details, please do not hesitate to contact me directly at [Your Contact Information].

Thank you for your attention.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]