

Business Acquisition Terms Agreement

Date: [Insert Date]

To: [Insert Recipient Name]

From: [Insert Sender Name]

[Sender Company Name]

[Sender Company Address]

Subject: Terms of Business Acquisition

Dear [Recipient Name],

We are pleased to present you with the terms for the acquisition of [Target Company Name] by [Acquiring Company Name]. The following outlines the principal terms of the proposed transaction:

1. Purchase Price

The total purchase price shall be [Insert Amount], subject to adjustments as agreed by both parties.

2. Payment Terms

The payment shall be made as follows: [Insert Payment Terms].

3. Closing Date

The closing of the transaction will occur no later than [Insert Date] unless extended by mutual agreement.

4. Conditions Precedent

The following conditions must be satisfied prior to closing: [Insert Conditions].

5. Confidentiality

Both parties agree to maintain the confidentiality of all proprietary information disclosed during the negotiation of this acquisition.

Please confirm your acceptance of the above terms by signing below and returning a copy of this letter by [Insert Return Date]. We look forward to working together on this transaction.

Sincerely,

[Insert Sender Name]

[Insert Sender Title]

[Insert Sender Company Name]

Accepted by:

[Insert Recipient Name]

[Insert Recipient Title]

[Insert Recipient Company Name]

Signature: _____ Date: _____