

Business Asset Valuation and Sale

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We are writing to formally propose the valuation and potential sale of our business assets. Following our recent discussions, we believe that this process could be mutually beneficial for both parties.

Our intention is to ensure a comprehensive assessment of the assets, which include [list key assets] valued at approximately [insert value]. We would appreciate your professional insight on these valuations. Furthermore, we are interested in exploring options for the sale of these assets.

We would like to schedule a meeting at your earliest convenience to discuss this proposal in further detail. Please feel free to contact me at [your phone number] or [your email address] to arrange a suitable time.

Thank you for considering this opportunity. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]