

Engagement Letter for Merger and Acquisition

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

We are excited to inform you of our interest in exploring a potential merger or acquisition between [Your Company Name] and [Recipient's Company]. Our preliminary analysis indicates that a combination of our two organizations could yield significant strategic benefits and create enhanced value for all stakeholders involved.

We propose to engage in discussions to assess mutual fit, synergies, and the potential scope of a transaction. Our team of professionals is prepared to conduct due diligence and assist in negotiations should both parties choose to move forward.

Please let us know your availability for an initial meeting to discuss this opportunity further. We believe that a partnership could be beneficial, and we look forward to exploring this potential engagement with you.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]