

Letter of Intention to Explore Business Merger Opportunities

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. We have been following the progress of [Recipient Company Name] and admire your dedication to innovation and excellence within the [industry] sector.

As [Your Company Name] continues to seek growth and enhance our market position, we recognize the potential advantages of exploring a merger opportunity between our two companies. A collaboration of our resources and expertise could lead to significant benefits and improved competitive advantage.

We would like to propose a preliminary meeting to discuss this possibility and share our visions for the future. We believe that together we can create a strong entity that will be better equipped to tackle market challenges.

Please let us know your availability for a meeting within the next few weeks. We are eager to explore this mutual opportunity and work towards a beneficial partnership.

Thank you for considering this proposition. I look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]