

Follow-Up Inquiry: Acquisition Agreement

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on our recent discussions regarding the acquisition agreement between [Your Company Name] and [Recipient's Company Name]. We are eager to move forward and are keen to understand the current status of the agreement.

If there are any outstanding issues or information required from our side, please do not hesitate to let us know. We are committed to facilitating this process and ensuring a smooth transition.

Thank you for your attention to this matter. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]