

EXAMPLE OF LETTER/FLYER – TO BE FULLY MODIFIED FOR YOUR TRANSACTION

**Your Company Name
Or Logo Here**

Mergers and Acquisitions Advisors
Business Sales
Business Consulting
Evaluations

Date

**First Name Last Name
Title
Company Name
Company Address
City, State Zip Code**

Re: Acquisition Opportunity

Dear **Mr/Ms Last Name**:

To accelerate your company's growth, you may be interested in acquiring a well-established full service digital printing company located in your area.

Company highlights include sales of \$5.5 million, a very desirable customer list with a high retention rate, key production employees with more than 10 years of experience, an excellent customer contact staff and a solid list of production equipment. The current owner is willing to stay on during the transition period with the strong belief that these tangible and intangible assets are transportable to the acquiring company.

This is a rare and excellent opportunity for immediate growth in your market with outstanding clients. Your company may be a good match for the development of a thoughtful and well-executed plan for you, the clients, employees and services.

If you have any interest in this company or know of someone else who might be interested, please contact me at **800-555-9001** or **your email address** at your earliest convenience to sign a confidential agreement to obtain more information.

**Your Name
Title
Company Name**