

[Your Name]
[Your Title/Position]
[Name of Local Boutique]
[Boutique Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient Name]
[Title, e.g., Director of Mergers & Acquisitions]
[Corporate Headquarters Name]
[Corporate Address]
[City, State, Zip Code]

Subject: Strategic Acquisition Referral - [Name of Local Boutique]

Dear [Recipient Name],

I am writing to formally introduce [Name of Local Boutique] for consideration of acquisition by [Corporate Headquarters Name]. As a prominent player in the [Industry Name] sector, we believe our brand identity and loyal customer base align perfectly with your corporation's long-term growth strategy and portfolio.

Since our founding, [Name of Local Boutique] has established a strong market presence in [Location] by focusing on [mention 1-2 key strengths, e.g., sustainable sourcing, unique luxury curation, or high customer retention]. We have consistently achieved [mention a brief metric, e.g., year-over-year growth or a specific sales milestone].

We believe that integrating with [Corporate Headquarters Name] would provide the necessary infrastructure to scale our unique concepts globally while offering your company a turnkey entry into the [Specific Niche] market. Our current operational team is highly skilled and prepared to assist in a seamless transition.

Enclosed/Attached is a brief company profile and a summary of our recent financial performance for your review. I would welcome the opportunity to discuss how this acquisition could provide mutual value.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

[Your Signature]

[Your Printed Name]