

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Final Closing Statement - Project [Project Name/Merger Code]

Dear [Contact Person Name],

Following the successful closing of the merger between [Company A] and [Company B] on [Closing Date], please find enclosed our final itemized invoice for professional services rendered.

This final billing includes:

- Final legal and advisory fees.
- Remaining due diligence expenses.
- Transaction-related disbursements and filing fees.
- Post-closing administrative adjustments.

The total balance due is \$[Amount]. We kindly request that payment be settled by [Due Date] via [Wire Transfer/Check] as per the instructions attached to the invoice.

It has been a pleasure assisting your organization throughout this transaction. Should you have any questions regarding the specific line items or require further documentation for your records, please do not hesitate to contact our billing department.

Sincerely,

[Your Name]

[Your Title]

[Firm Name]