

[Your Name/Law Firm Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Broker Name]

[Brokerage Firm Name]

[Address]

[City, State, Zip Code]

RE: Referral for Asset Liquidation - Case No: [Case Number]

Dear [Broker Name],

I am writing to formally refer the liquidation of certain assets currently held under the jurisdiction of the [Specify Court, e.g., U.S. Bankruptcy Court] in the matter of [Debtor Name].

Based on your expertise in [Specify Asset Type, e.g., Commercial Real Estate/Industrial Equipment], I would like to engage your services to evaluate, market, and sell the following assets:

- [Asset Description 1]
- [Asset Description 2]
- [Asset Description 3]

Please note that this sale is subject to court approval and must comply with all bankruptcy code requirements, including [Specify Requirements, e.g., overbid procedures].

Please provide a preliminary market analysis and your proposed commission structure for our review. Once reviewed, we will proceed with the necessary motions to have you formally appointed by the court as the broker of record.

I have attached the relevant documentation regarding the assets for your reference. I look forward to your prompt response.

Sincerely,

[Your Signature]

[Your Printed Name]

[Title, e.g., Bankruptcy Trustee / Attorney for the Estate]