

Subject: Non-Engagement Regarding Business Acquisition of [Name of Target Business]

Dear [Name of Seller],

Thank you for the opportunity to discuss the potential sale of your business, [Name of Target Business], to our client, [Name of Buyer].

The purpose of this letter is to formally confirm that [Law Firm/Company Name] represents only [Name of Buyer] in connection with this transaction. We do not represent you, and no attorney-client relationship has been formed between you and this firm.

Because we do not represent your interests, we strongly recommend that you seek independent legal counsel and professional tax advice before signing any binding agreements or transferring any assets. We cannot provide you with legal advice or protect your specific legal rights in this matter.

Any information you provide to us will not be kept confidential from our client, [Name of Buyer]. Furthermore, our involvement in preparing documents is solely for the benefit of our client.

Please acknowledge your receipt and understanding of this non-engagement letter by signing below and returning a copy to us.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]

Acknowledgment:

I acknowledge that [Law Firm/Company Name] does not represent me in this transaction and has advised me to seek independent legal counsel.

Signature: _____

Date: _____