[Print o

- <<Recipient's Name>>
- << Company / Business Name
- <<Address>>
- <<Address>>
- <<Post Code>>

<<Date>>

Dear << Recipient's Name>>,

Sale of <<insert

I am writing to notify you that the "Business") of <<insert business business name>> (the "Purcha Date").

In order that the supply of [god be continued to the Purchaser following:

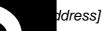
- 1. In this letter "the Agree Schedule to this letter.
- 2. The Purchaser will obs the Vendor under or in
- You will release the Ve the Agreement(s).
- 4. The Purchaser will be a Agreement(s) in place
- 5. The transfer of rights a business on the Effecti

Invoices for [goods] AND/OR business on the Effective Date Invoices for [goods] AND/OR Date should be submitted to the

The Purchaser has countersig proposals. [We] OR [I] should agree by returning the duplicat

Yours sincerely,

<<Name & Title>>
[For and on behalf of <<insert



A

tion>> Business

ne / description>> (the
) is to be sold to <<insert
insert date>> (the "Effective

by you to the Business may ve] OR [I] propose the

ract(s) described in the

ponsible for all obligations of ement(s).

ns under or in connection with

enefits under the

ctive from the close of

Business up to the close of bmitted to the Vendor. Business after the Effective

its agreement to these dly confirm that you also tersigned by you.



<< Insert details of relevant cor