YOUR  
LOGO

**COMPANY NAME**

M&A TRANSACTION SUPPORT PROPOSAL

Prepared by:

**[Client Name]**

**[Contact information]**

**[Date]**

# Introduction

Thank you for considering [Your Company Name] to support your M&A transaction. Our goal is to deliver transaction advisory services that provide insight, structure, and execution support across all phases of the deal process.  
  
This proposal outlines our approach and capabilities to help you successfully navigate a merger, acquisition, or divestiture.

# Project Objectives

The objectives of this engagement are:  
  
- Guide the transaction lifecycle from pre-deal planning through post-close  
- Support negotiation, diligence, financial modeling, and integration strategy  
- Ensure thorough analysis and confident decision-making  
- Minimize risk and streamline execution timelines

# Proposed Services

Our M&A transaction support services include:  
  
- Target screening and deal structuring  
- Financial modeling and valuation analysis  
- Buy-side or sell-side due diligence  
- Data room management and Q&A coordination  
- Integration planning and synergy assessment

# Scope of Work

Scope includes:  
  
- Pre-deal assessment and strategic alignment  
- Coordination with legal, tax, and technical advisors  
- Forecast and working capital model development  
- Deal term support and SPA review (non-legal)  
- Closing checklist and integration preparation

# Timeline

Proposed project timeline:

|  |  |  |
| --- | --- | --- |
| Phase | Description | Target Date |
| Engagement Kickoff | Finalize scope and access materials | [Start Date] |
| Due Diligence & Modeling | Complete analysis and draft findings | [Date] |
| Negotiation Support | Q&A tracking, SPA feedback, strategy | [Date] |
| Close & Integration Prep | Finalize checklist and integration steps | [Completion Date] |

# Pricing

Estimated cost breakdown for M&A support services:

|  |  |  |
| --- | --- | --- |
| Service | Description | Fee |
| Pre-Deal Strategy | Target review and structuring guidance | [Amount] |
| Financial Modeling | Projections, valuation, scenario planning | [Amount] |
| Due Diligence Support | Review financials and deal materials | [Amount] |
| Integration & Closing | Checklist, coordination, synergy review | [Amount] |
| Total Estimated Fee |  | [Total] |

# About Us

[Your Company Name] is a transaction advisory and corporate finance firm with deep experience in M&A deal execution across industries and growth stages.  
  
- Experience: [X] years leading transactions for corporate and private equity clients  
- Expertise: Financial due diligence, carve-outs, integrations, and growth buyouts  
- Mission: To guide dealmakers through informed, value-driven M&A decisions

# Case Studies / Testimonials

Case Study: [Client Example]  
  
- Project: Buy-side support for strategic acquisition in manufacturing  
- Outcome: Identified $2.5M working capital adjustment and secured favorable earnout terms  
  
Testimonial:  
“[Your Company Name] became an extension of our team and helped us close on time and on budget.” — [Client Contact]

# Terms and Conditions

Payment Terms: 50% at engagement, 50% at final deliverables.  
Client Responsibilities: Provide timely access to documents, stakeholders, and third-party advisors.  
Adjustments: Expansion of scope or extended timelines may result in additional fees.

# Acceptance

To approve this M&A Transaction Support Proposal and begin the engagement, please sign below.  
  
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Name: [Client Name]  
Title: [Title]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_