[Date]

[Client Name]
[Client Title]
[Company Name]
[Address Line 1]
[City, State, Zip Code]

RE: Advisory Engagement for Liquidation Strategy and Execution

Dear [Client Name],

This letter serves to outline the strategy and execution framework for the orderly liquidation of [Company/Entity Name] as discussed in our recent consultation. Our objective is to maximize asset recovery and satisfy outstanding obligations in an efficient and compliant manner.

1. Strategic Assessment and Valuation
We will perform a comprehensive review of all tangible and intangible assets. This includes current inventory, equipment, real estate, and intellectual property. We will provide an estimated recovery value for each asset category based on current market conditions.

2. Orderly Liquidation Plan
Based on the assessment, we will implement a phased liquidation timeline. This plan will prioritize high-value assets and identify the most effective disposition channels, including private sales, public auctions, or bulk transfers.

3. Stakeholder and Creditor Management
Our team will manage communications with secured and unsecured creditors. We will establish a priority payment schedule in accordance with statutory requirements to minimize legal risks and potential disputes.

4. Operational Wind-Down
We will oversee the termination of ongoing operations, including the cancellation of service contracts, management of final payroll obligations, and the secure decommissioning of facilities.

5. Compliance and Reporting
Throughout the process, we will maintain detailed records of all transactions. We will provide regular progress reports and ensure that all tax filings and regulatory dissolution requirements are satisfied.

6. Next Steps
To begin the execution phase, we require access to the following documents:
- Current balance sheet and detailed asset ledger
- List of all outstanding liens and secured debt
- Active vendor and lease agreements

Please review this framework and sign below to signify your approval of the proposed strategy.

Sincerely,

[Your Name]
[Your Title]
[Consulting Firm Name]

Acknowledged and Agreed:

____
[Client Name]
Date: ________________________