

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Termination of Legal Representation - [Case Name/Matter Number]

Dear [Client Name],

As we have discussed on [Date of Discussion], there is a significant disagreement regarding the strategy and legal course of action for your case. Specifically, you have chosen not to follow the legal recommendations I provided on [Date of Advice] regarding [Briefly describe the recommendation].

Because we are unable to reach an agreement on how to proceed, and as I cannot effectively represent your interests while acting against my professional judgment, I must withdraw as your legal counsel effective [Date/Immediately].

Regarding your file and pending matters:

- **Upcoming Deadlines:** Please be aware of the following upcoming dates: [List dates/deadlines]. Failure to act by these dates may result in the loss of your legal rights.
- **File Transfer:** Your original documents are available for pickup at our office, or we can mail them to you or your new attorney upon written request.
- **Final Billing:** Enclosed is a final statement for services rendered through [Date]. Any remaining balance in your trust account will be refunded to you by [Date].

I strongly recommend that you secure new legal counsel immediately to ensure your interests are protected and that all court deadlines are met.

Sincerely,

[Your Name]

[Law Firm Name]