

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Notice of Termination of Legal Representation

Dear [Client Name],

Please be advised that [Law Firm Name] will no longer be representing you in connection with [Matter Name/Case Number], effective as of [Date].

This decision follows our recent discussions regarding [specific issue/strategy]. As we have discussed on several occasions, most notably on [Date of last discussion], I have provided specific legal advice regarding [briefly describe the advice]. Despite these recommendations and my explanations regarding the legal risks involved, you have chosen to proceed in a manner that is contrary to our professional counsel.

Because we are unable to reach an agreement on the fundamental strategy and direction of this matter, we believe that an irreconcilable conflict has arisen that prevents us from providing effective representation. Under the Rules of Professional Conduct, we must withdraw when a client insists upon pursuing a course of action that the lawyer considers imprudent or with which the lawyer has a fundamental disagreement.

Regarding the transition of your file:

- You should retain new legal counsel immediately to ensure your interests are protected.
- Your upcoming deadlines include: [List critical dates/statutes of limitations].
- We have enclosed your original documents. A full copy of your file is available for pickup or transfer to your new counsel upon written request.

Final billing for services rendered through [Date] will be sent to you separately. Any remaining balance in our trust account will be refunded to you.

We wish you the best in the resolution of this matter.

Sincerely,

[Your Name]

[Law Firm Name]