

NOTICE OF CLASS ACTION LAWSUIT REGARDING UNPAID OVERTIME

TO: [Recipient Name]

FROM: [Law Firm Name or Settlement Administrator]

DATE: [Current Date]

SUBJECT: Legal Notice Regarding Your Potential Rights in a Collective Action Lawsuit

This letter is to inform you of a pending class action lawsuit against [Employer Name] regarding alleged unpaid overtime compensation. You have been identified as a current or former employee who may be eligible to participate in this action.

1. Description of the Lawsuit

The lawsuit alleges that [Employer Name] failed to pay proper overtime wages to certain employees for hours worked in excess of 40 hours per week, in violation of the Fair Labor Standards Act (FLSA) and/or [State] labor laws. The plaintiffs are seeking back pay, liquidated damages, and attorney's fees.

2. Your Options

You have two primary options regarding this lawsuit:

- **Join the Lawsuit:** To participate and potentially receive a share of any recovery, you must sign and return the enclosed "Consent to Join" form by [Deadline Date].
- **Do Nothing:** If you do not return the form, you will not be part of the lawsuit. You will not receive any money from a settlement or judgment, but you retain your right to file your own individual claim.

3. No Retaliation

The law prohibits [Employer Name] from firing you or retaliating against you in any way for participating in this lawsuit.

4. Legal Representation

The employees are represented by [Lead Attorney Name] of [Law Firm Name]. If you join, you will be represented by these attorneys. You will not be required to pay out-of-pocket fees; the attorneys will be paid only if they win the case or reach a settlement.

5. Further Information

For more information, you may visit [Website URL] or call [Phone Number].

Sincerely,

[Name/Signature]

[Title]

[Organization Name]