[Date]

[Co-Counsel Name]
[Law Firm Name]
[Address]
[City, State, Zip]

RE: Limited Scope Co-Counsel Association - [Client Name] v. [Adverse Party]

Dear [Co-Counsel Name],

This letter confirms the agreement between [Your Law Firm Name] ("Lead Counsel") and [Co-Counsel Law Firm Name] ("Co-Counsel") regarding our association in representing [Client Name] ("Client") in the matter of [Case Name/Reference Number].

1. Scope of Representation
The association of Co-Counsel is limited to the following specific tasks:
[Insert detailed list of specific tasks, e.g., local counsel services, specific motion practice, or expert witness preparation].

2. Division of Responsibilities
Lead Counsel shall maintain primary responsibility for the overall management of the case and communication with the Client. Co-Counsel shall report directly to Lead Counsel and shall not take independent action without prior authorization.

3. Compensation and Fee Sharing
Fees will be divided as follows:
[Insert Fee Percentage or Hourly Rate Agreement].
All fee-sharing arrangements comply with the applicable Rules of Professional Conduct, and the Client has provided written consent to this association.

4. Costs and Expenses
[Insert details regarding who will advance costs and how reimbursement will be handled].

5. Professional Liability Insurance
Co-Counsel represents that they maintain professional liability insurance applicable to the services provided herein and will provide proof of coverage upon request.

6. Termination
Either party may terminate this association upon written notice, subject to court approval if required and the duty to protect the Client's interests.

Please sign below to indicate your acceptance of these terms.

Sincerely,

[Your Name]
[Your Law Firm Name]

Agreed and Accepted:

_____
[Co-Counsel Signature]

Date: _____