

[Your Name/Law Firm Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Receiving Attorney Name]
[Receiving Law Firm Name]
[Receiving Address]

RE: Referral for Legal Representation - [Client Name]

Dear [Attorney Last Name],

I am writing to formally refer [Client Name] to your office for legal assistance regarding a divorce and relocation matter in the state of [State Name].

My firm currently represents [Client Name] in [Current State], where a [Divorce/Custody] action is [pending/has been finalized]. The client is planning a relocation to your jurisdiction and requires local counsel to address the following issues:

- Registration and domestication of existing foreign judgments.
- Modification of child custody and visitation schedules due to out-of-state relocation.
- Establishment of child support in accordance with local guidelines.
- [Additional legal issue 1]
- [Additional legal issue 2]

I have advised the client to contact your office directly to schedule an initial consultation. Attached to this letter, please find relevant court orders and case documents to assist in your conflict check and initial review.

Please let me know if you are able to accept this referral or if you require any further information regarding the history of this case. I look forward to working with you to ensure a smooth transition for the client.

Sincerely,

[Your Signature]
[Your Printed Name]