

[Law Firm Name]
[Address]
[City, State, Zip Code]

[Date]

[Client Name]
[Client Address]

RE: Notice of Excluded Legal Services - [Case/Matter Name]

Dear [Client Name],

This letter serves as a formal supplement to the Engagement Letter dated [Date]. To ensure there is no misunderstanding regarding the scope of our representation, we are specifically identifying the services that are NOT included in our legal agreement.

The following services are expressly excluded from our representation:

- [Description of Excluded Service 1, e.g., Tax advice or tax consequences of the settlement]
- [Description of Excluded Service 2, e.g., Appeals of any trial court decisions]
- [Description of Excluded Service 3, e.g., Representation in related administrative hearings]
- [Description of Excluded Service 4, e.g., Filing of patents or intellectual property registrations]

Our firm will not perform any work, provide any advice, or take any responsibility for the matters listed above. If you require legal assistance in these areas, you must retain separate counsel specializing in those fields.

Please sign below to acknowledge that you have read and understood these exclusions.

Sincerely,

[Attorney Name]
[Law Firm Name]

Acknowledgment

I, [Client Name], acknowledge that I have received this notice and understand that [Law Firm Name] is not responsible for providing the legal services listed above.

Signature: _____ Date: _____