

[Law Firm Name]  
[Address Line 1]  
[Address Line 2]  
[Phone Number]  
[Date]

[Client Name]  
[Client Address Line 1]  
[Client Address Line 2]

**RE: Settlement Distribution Statement**

Matter: [Case Name/Reference Number]

Dear [Client Name],

We are pleased to inform you that we have received the settlement funds regarding your legal matter. This letter serves as a formal accounting of the funds held in our Trust Account and the final disbursement of those funds.

**Total Settlement Amount Received: \$[Total Amount]**

The following deductions have been made in accordance with our fee agreement:

- Attorney's Fees: \$[Amount]
- Litigation Costs/Expenses: \$[Amount]
- Medical Liens/Third-Party Payments: \$[Amount]
- Other Deductions: \$[Amount]

**Total Net Disbursement to Client: \$[Net Amount]**

Enclosed, please find Check No. [Number] in the amount of \$[Net Amount]. By endorsing and depositing this check, you acknowledge that this represents the full and final distribution of funds for this matter.

Please contact our office if you have any questions regarding this statement. It has been a pleasure representing you.

Sincerely,

[Attorney Signature]  
[Attorney Name]  
[Law Firm Name]