

**PRIVILEGED AND CONFIDENTIAL  
FOR SETTLEMENT PURPOSES ONLY**

Date: [Insert Date]

[Recipient Name]  
[Recipient Law Firm/Company]  
[Address]  
[City, State, Zip]

**Re: Settlement of Fee Sharing Agreement regarding [Case Name/Reference Number]**

Dear [Recipient Name],

This letter sets forth the proposed terms for the final settlement of fee sharing between [Your Law Firm Name] and [Recipient Law Firm Name] regarding the above-referenced matter currently pending in [Court Name/Jurisdiction].

The parties hereby agree to the following distribution of legal fees recovered from the litigation:

- **Total Fee Percentage:** [Percentage]% of the total gross recovery.
- **Allocation to [Your Law Firm]:** [Percentage]% of the total legal fee.
- **Allocation to [Recipient Law Firm]:** [Percentage]% of the total legal fee.
- **Reimbursement of Costs:** Each firm shall be reimbursed for documented out-of-pocket costs prior to the distribution of the net fee, or as follows: [Insert specific cost arrangement].

Upon execution of this agreement, both parties waive any further claims to additional fees or compensation arising from this specific litigation, provided the settlement or judgment is finalized as anticipated.

Please indicate your acceptance of these terms by signing below and returning a copy to our office.

Sincerely,

[Your Name]  
[Your Title]

**AGREED AND ACCEPTED:**

\_\_\_\_\_  
[Recipient Name] on behalf of [Recipient Law Firm]

Date: \_\_\_\_\_