

[Attorney Name]
[Law Firm Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email]

[Date]

VIA EMAIL AND CERTIFIED MAIL

[Assistant United States Attorney Name]
United States Attorney's Office
[District]
[Address]
[City, State, Zip Code]

Re: Notice of Representation of [Client Name]
Investigation: [Case Number or Subject Matter]

Dear [AUSA Last Name]:

Please be advised that this office represents [Client Name] in connection with the above-referenced federal investigation. We understand that [Client Name] has been identified as a target of this investigation.

Effective immediately, please direct all future communications, correspondence, and requests for information regarding this matter solely to my attention. No agent or representative of the government should attempt to contact my client directly.

Furthermore, my client hereby invokes all applicable constitutional rights, including the right to counsel under the Sixth Amendment and the privilege against self-incrimination under the Fifth Amendment. [Client Name] will not participate in any interviews or provide any statements without my presence and express consent.

We formally request that your office and all involved investigative agencies preserve all evidence, documents, and electronic data related to this matter. We also request that you provide us with any information regarding the status of the investigation and the specific allegations being considered by the Grand Jury.

We look forward to discussing this matter further and request a meeting or conference call at your earliest convenience to discuss the scope of the investigation.

Sincerely,

[Attorney Signature]

[Attorney Printed Name]