

[Date]

[Former Client Name]

[Former Client Address]

Re: Conflict of Interest Waiver Regarding [Matter Name/New Client Name]

Dear [Name],

As you know, [Law Firm Name] previously represented you in connection with [Description of Former Matter]. That matter has since concluded.

We have been asked to represent [New Client Name] in a matter involving [Description of New Matter]. Because this new matter involves [Briefly explain the relationship between the parties or matters], our representation of [New Client Name] may be considered adverse to your interests under applicable rules of professional conduct.

We do not believe that our previous representation of you will materially limit our ability to represent [New Client Name]. Specifically, we will ensure that any confidential information obtained during our representation of you remains protected and will not be disclosed to [New Client Name] or used in this new matter.

Under the rules of professional responsibility, we cannot proceed with this new representation without your informed, written consent. By signing this letter, you waive any conflict of interest arising from our prior representation of you in relation to this new matter.

You have the right to consult with independent legal counsel before signing this waiver. If you have any questions, please contact us.

Sincerely,

[Your Name/Partner Name]

[Law Firm Name]

ACKNOWLEDGMENT AND WAIVER

I, [Former Client Name], have read the foregoing and understand the potential conflict of interest. I hereby waive the conflict and consent to [Law Firm Name] representing [New Client Name] in the matter described above.

Signature: _____

Date: _____