

[Date]

[Name of Financial Institution]

[Legal Department / Branch Address]

[City, State, Zip Code]

RE: LETTER OF REPRESENTATION AND NOTICE OF MARITAL DISPUTE

Account Holder(s): [Name of Client] and/or [Name of Spouse]

Account Number(s): [List Account Numbers or "All Accounts Associated with SSN XXX-XX-XXXX"]

To Whom It May Concern,

Please be advised that this office represents **[Client Name]** in connection with a domestic relations matter involving their spouse, **[Spouse Name]**. A legal action for [Divorce / Legal Separation] was filed on [Date] in the [Name of Court], Case No. [Case Number].

The purpose of this letter is to formally notify your institution of the pending litigation and the existence of a [Automatic Temporary Restraining Order (ATRO) / Court Order] dated [Date], which prohibits the transfer, encumbrance, or dissipation of marital assets held in the above-referenced accounts.

Formal Request for Account Security:

In light of the ongoing dispute, we hereby request that your institution:

- Place a temporary administrative freeze on all withdrawals, transfers, or liquidations from joint accounts unless authorized in writing by both parties or by further Court Order.
- Prevent the removal of [Client Name] as a named party or authorized user on any account.
- Provide a comprehensive statement of all account balances as of [Date of Filing].
- Restrict online banking access that allows for the unilateral movement of significant funds.

Please direct all future correspondence regarding these accounts to my office at the address provided below. We have enclosed a [Certified Copy of the Filing / Court Order] for your records.

Thank you for your immediate attention to this matter. Please confirm receipt of this notice and the actions taken by your institution.

Sincerely,

[Your Signature]

[Your Printed Name]

[Law Firm Name]

[Phone Number]

[Email Address]

cc: [Opposing Counsel Name, if applicable]