

[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Re: Post-Hearing Status Update - Case No: [Case Number]

Dear [Recipient Name],

I am writing to provide an update regarding the status of your case following the hearing held on [Date of Hearing] before [Judge/Hearing Officer Name].

We have received the formal decision resulting from the hearing. Unfortunately, the [Court/Agency/Board] has issued an adverse decision. This means that the request for [Briefly describe what was denied, e.g., benefits/relief/appeal] has been denied at this stage.

The primary reasons cited for this decision include:

- [Reason 1]
- [Reason 2]

Please be advised that this decision is not necessarily the final step in the process. We are currently reviewing the ruling to determine if there are sufficient grounds for a further appeal or a request for reconsideration.

The deadline to file an appeal is [Deadline Date]. We will need to meet or speak via telephone no later than [Date] to discuss our next steps and whether you wish to proceed with an appeal.

Please contact my office at [Phone Number] to schedule a time for this discussion.

Sincerely,

[Your Name]
[Your Title/Organization]