

[Date]

[Prospective Client Name]

[Address]

[City, State, Zip Code]

RE: Notice of Non-Engagement Regarding [Subject of Consultation]

Dear [Prospective Client Name],

Thank you for consulting with [Law Firm Name] on [Date] regarding [brief description of the legal matter].

After reviewing the details of your case, we have determined that your matter falls outside our firm's primary areas of practice. Therefore, we are unable to represent you or provide further legal advice in this matter.

Please be advised that our decision not to take your case is not an opinion on the merits of your legal claim. Our firm has not performed a formal investigation of the facts or a comprehensive research of the laws applicable to your situation.

You should be aware that legal claims are subject to strict time limits known as statutes of limitations. If you do not file a lawsuit or take specific legal action within these deadlines, you may lose your right to pursue your claim forever. Because these deadlines may be approaching quickly, we strongly recommend that you contact another attorney or your local bar association immediately to discuss your rights.

We are returning the following original documents provided during our consultation: [List documents or state "None"]. We have not retained copies of these materials.

Thank you for considering our firm. We wish you the best in resolving this matter.

Sincerely,

[Attorney Signature]

[Attorney Name]

[Law Firm Name]