

[Date]

[Prospective Client Name]
[Prospective Client Address]
[City, State, Zip Code]

RE: NOTICE OF NON-ENGAGEMENT

Dear [Prospective Client Name],

Thank you for contacting [Law Firm Name] regarding your criminal defense matter involving [Brief Description of Charge/Legal Issue].

After reviewing the information you provided, we must inform you that this firm cannot represent you in this matter. Our practice is currently limited to specific areas of criminal law, and your case falls outside of our current area of practice.

Please be advised that our firm has not performed any legal services on your behalf, and no attorney-client relationship has been formed. We have not investigated the facts of your case or researched the specific laws applicable to your situation.

It is important that you understand that legal claims and criminal proceedings are subject to strict time limits and deadlines, such as statutes of limitations or court-mandated filing dates. If you fail to act within these timeframes, you may lose your right to a defense or lose important legal rights. We strongly recommend that you contact another attorney or your local Bar Association's lawyer referral service immediately to ensure your interests are protected.

We are returning any original documents you provided to us during our initial consultation.

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

Sincerely,

[Attorney Name]
[Law Firm Name]