

[Date]

[Prospective Client Name]

[Address]

[City, State, Zip Code]

RE: NOTICE OF NON-ENGAGEMENT - [Matter Description]

Dear [Prospective Client Name],

Thank you for contacting [Law Firm Name] regarding [Brief Description of Legal Matter].

After reviewing the information provided, this firm has decided not to represent you in this matter. We are not your attorneys, and no attorney-client relationship has been formed. We have not performed any investigation into the facts of your case beyond our initial intake process.

IMPORTANT WARNING REGARDING STATUTES OF LIMITATION:

Please be advised that most legal claims are subject to strict deadlines known as "Statutes of Limitation." If you do not file a formal lawsuit or take specific legal action before these deadlines expire, you will be forever barred from pursuing your claims. These deadlines vary depending on the type of case and the laws of the jurisdiction involved.

Because we do not represent you, we cannot advise you on the specific deadlines applicable to your case. We strongly urge you to consult with another attorney or legal service immediately to ensure that your rights are protected and that no deadlines pass.

We are returning any original documents you provided to us. We will not be retaining a copy of your file unless otherwise required by law.

Thank you for considering our firm.

Sincerely,

[Attorney Name]

[Law Firm Name]