

[Date]

[Prospective Client Name]

[Address]

[City, State, Zip Code]

Re: Declination of Representation regarding [Case Name/Number]

Dear [Prospective Client Name],

Thank you for contacting [Law Firm Name] regarding potential legal representation for your appeal of the judgment entered on [Date of Judgment].

After reviewing the information provided, we have decided that we cannot represent you in this specific matter. This decision is not necessarily an opinion on the merits of your case, but rather a result of our current caseload and internal firm policies.

IMPORTANT NOTICE REGARDING DEADLINES:

Appellate procedures are subject to very strict time limits and jurisdictional deadlines. If you fail to file the required Notice of Appeal or other necessary documents within the time prescribed by law, you will lose your right to appeal forever. Because we are not representing you, we will not be monitoring these deadlines or taking any action on your behalf.

We strongly recommend that you consult with another attorney immediately to ensure your rights are protected. You may contact the [State/Local] Bar Association's Lawyer Referral Service if you need assistance finding alternative counsel.

We are returning all original documents you provided to us regarding this matter herewith.

Thank you for your interest in our firm. We wish you the best of luck with your legal matters.

Sincerely,

[Attorney Name]

[Law Firm Name]