

[Date]

[Recipient Name]
[Law Firm Name]
[Street Address]
[City, State, Zip Code]

Re: Referral of [Client Name] - [Matter Description/Case Number]

Dear [Recipient Last Name],

I am writing to formally refer my client, [Client Name], to you for legal representation regarding a white collar criminal defense matter.

Our firm currently represents [Client Name] in a business litigation proceeding involving [briefly describe civil dispute, e.g., a partnership dissolution or breach of contract]. During the course of this litigation, certain issues have surfaced that now involve [briefly describe criminal concerns, e.g., a grand jury subpoena, regulatory investigation, or allegations of financial fraud].

Given your expertise in white collar criminal defense and government investigations, I believe your firm is best positioned to protect the client's interests in this area. We wish to remain involved as civil counsel and look forward to coordinating with you to ensure a comprehensive defense strategy.

I have advised the client to contact your office directly to schedule a consultation. With the client's written authorization, I am available to share relevant documents and provide a detailed briefing on the background of the civil case.

Thank you for considering this matter. I look forward to the possibility of working together.

Sincerely,

[Your Name]
[Your Law Firm]
[Your Phone Number]
[Your Email Address]