

[Date]

[Appellate Attorney Name]

[Law Firm Name]

[Address]

[City, State, Zip Code]

RE: Referral for Appellate Review - [Case Name] v. [Opposing Party]

Dear [Appellate Attorney Name],

I am writing to formally refer the above-referenced matter to your firm for appellate review and potential representation. Our firm represented [Client Name] during the trial court proceedings in [Court Name], docket number [Case Number].

On [Date], a verdict was rendered in favor of [Prevailing Party]. The final judgment was entered on [Date of Entry of Judgment]. We believe there are significant grounds for appeal, specifically regarding [briefly mention key issues, e.g., evidentiary rulings, jury instructions, or sufficiency of evidence].

Enclosed/Attached please find the following documents for your preliminary review:

- The Final Judgment and/or Order being appealed;
- The Trial Minutes/Verdict Sheet;
- Key Pre-trial and Mid-trial Rulings;
- [Optional: The Trial Transcript or relevant excerpts].

Please note that the deadline to file the Notice of Appeal is [Deadline Date]. We would appreciate it if you could review these materials and inform us by [Response Date] whether your firm is available to handle this appeal.

I have already discussed this referral with the client, and they are expecting a call from your office. Please let me know if you require any additional files or a formal briefing on the trial history.

Sincerely,

[Your Name]

[Your Firm Name]

[Your Phone Number]

[Your Email Address]