

[Date]

[Appellate Attorney Name]

[Law Firm Name]

[Address]

[City, State, Zip Code]

RE: Referral for Appellate Review: [Case Name / Case Number]

Dear [Attorney Name],

I am writing to formally refer the above-referenced matter to your firm for appellate review and potential representation. On [Date], an adverse ruling was issued by the [Trial Court Name] regarding [Specific Order or Final Judgment].

The core issues we believe warrant appellate consideration include:

- [Error 1: e.g., Erroneous admission/exclusion of evidence]
- [Error 2: e.g., Incorrect application of statutory law]
- [Error 3: e.g., Manifest error in findings of fact]

Key Deadlines:

- **Date of Entry of Order:** [Date]
- **Notice of Appeal Deadline:** [Date]
- **Post-Trial Motion Deadline:** [Date]

Enclosed/Attached are the following documents for your preliminary review:

- Copy of the signed Order/Judgment.
- Trial transcripts (if available).
- Relevant motions and briefs filed by both parties.
- The trial court's written opinion or statement of decision.

Please review these materials and advise if your firm is available to handle this appeal. I would like to schedule a conference call by [Date] to discuss your initial impressions and the fee structure for this matter.

Thank you for your time and professional consideration.

Sincerely,

[Your Name]

[Your Title]

[Your Law Firm/Company]

[Your Phone Number]
[Your Email Address]