

Date: [Date]

[Receiving Attorney Name]

[Law Firm Name]

[Address Line 1]

[City, State, Zip Code]

RE: Referral for Post-Judgment Collection Services

Judgment Creditor: [Client Name]

Judgment Debtor: [Debtor Name]

Case Number: [Case Number]

Judgment Amount: \$[Amount]

Dear [Attorney Name],

I am writing to formally refer the above-referenced matter to your firm for post-judgment collection efforts. Our firm represented [Client Name] in obtaining a final judgment in the [Court Name] on [Date of Judgment]. To date, the judgment remains [unsatisfied / partially satisfied in the amount of \$X].

We believe your expertise in judgment enforcement is best suited to pursue the recovery of these funds. Our client has expressed interest in engaging your services on a **contingency fee basis**, as previously discussed. Please find the following documents enclosed for your review:

- Certified Copy of the Final Judgment
- Recorded Abstract of Judgment (if applicable)
- Available asset search reports or financial disclosures
- Last known contact information for the Debtor

Please review these materials and provide your standard contingency fee agreement for our client's signature if you wish to proceed. If you have a conflict of interest or cannot accept this matter, please notify us immediately.

Regarding the referral, it is our understanding that a referral fee of [Percentage]% of the total legal fee recovered will be paid to our firm, subject to client consent and compliance with [State Bar] Rules of Professional Conduct.

Thank you for your assistance. We look forward to your response.

Sincerely,

[Your Name]

[Your Law Firm]

[Your Phone Number]

[Your Email Address]