

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

RE: Declination of Appellate Representation - [Case Number/Name]

Dear [Client Name],

Thank you for contacting [Law Firm Name] regarding legal representation for your appeal of the decision rendered on [Date of Judgment] in the case of [Case Name/Number].

After carefully reviewing the materials provided, we regret to inform you that we are unable to represent you in this matter. This decision is not necessarily a reflection of the merits of your case, but may be based on current caseloads, firm expertise, or other internal criteria.

Please be advised that there are strict legal deadlines, known as statutes of limitations or jurisdictional time limits, for filing a Notice of Appeal or subsequent briefs. If you fail to meet these deadlines, you will lose your right to appeal. Because these deadlines are often very short, we strongly recommend that you contact another attorney or the local bar association immediately to ensure your rights are protected.

We are returning the documents you provided to our office herewith. We will not be retaining copies of these files unless otherwise requested.

We wish you the best of luck with your legal matters.

Sincerely,

[Attorney Name]

[Law Firm Name]