

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Conflict of Interest Waiver - [Matter Description/Name]

Dear [Client Name],

This letter is to formally request your consent regarding a potential conflict of interest arising from [Firm Name]'s representation of both [Client A Name] and [Client B Name] in connection with [Description of the specific transaction or litigation].

As the Managing Partner, I am writing to disclose that our firm currently represents [Other Party Name] in [Description of other matter]. While these matters are distinct, a conflict of interest may arise because [Briefly explain the nature of the conflict, e.g., the parties have adverse interests in a negotiation].

We have evaluated this situation and believe that [Firm Name] can represent both parties competently and diligently. To protect your interests, we have implemented the following safeguards:

- Ethical walls to prevent the exchange of confidential information between legal teams.
- Separate lead counsel for each party.
- Restricted access to physical and electronic files.

By signing this letter, you acknowledge that you have been informed of the nature of the conflict and the risks involved. You voluntarily waive the conflict and authorize [Firm Name] to continue its representation in this matter.

You have the right to consult with independent legal counsel before signing this waiver.

Sincerely,

[Managing Partner Name]

Managing Partner

[Firm Name]

CONSENT AND WAIVER

I, [Client Representative Name], on behalf of [Client Name], have read the above disclosure and hereby consent to the representation and waive any conflict of interest as described.

Signature: _____

Date: _____