

[Date]

[Sender Name]

[Sender Law Firm/Organization]

[Address]

[City, State, Zip Code]

[Recipient Name]

[Address]

[City, State, Zip Code]

Re: Notice of Non-Engagement regarding [Subject Matter/Case Reference]

Dear [Recipient Name],

Thank you for contacting [Law Firm Name] regarding your potential claims against [Opposing Party Name]. We have reviewed the information and documentation you provided regarding this matter.

After a thorough evaluation, we must inform you that we are unable to represent you in this matter. Our decision is based on the fact that we do not believe there is currently a sufficient factual or legal basis to pursue these claims at this time.

Please be advised that by declining this case, we are not providing a formal legal opinion on the ultimate merits of your claims. Other attorneys may reach a different conclusion regarding the validity of your case. Because your claims may be subject to strict statutes of limitations or filing deadlines, we strongly recommend that you consult with other legal counsel immediately if you wish to pursue this matter further.

Please note that no attorney-client relationship has been formed between you and this firm. We will not be taking any action on your behalf, and we are returning any original documents you provided to us herewith.

Thank you for your interest in our firm. We wish you the best in resolving this matter.

Sincerely,

[Signature]

[Sender Name]