

[Date]

[Prospective Client Name]
[Prospective Client Address]
[City, State, Zip Code]

Re: [Subject Matter/Potential Case Name]

Dear [Prospective Client Name],

Thank you for contacting [Law Firm Name] regarding your potential legal claim. We have carefully reviewed the information and documentation you provided concerning [Brief Description of Incident/Claim].

After a thorough evaluation, we must inform you that we are unable to represent you in this matter. Our decision is based on our assessment that the legal position in this specific case is not sufficiently strong to pursue at this time. Please understand that this is an internal evaluation based on the information currently available to us.

Our decision not to represent you should not be taken as a definitive legal opinion on the ultimate merits of your case. Other attorneys or law firms may reach a different conclusion and may be willing to represent you.

Please be aware that legal claims are subject to strict deadlines known as statutes of limitations. If you fail to file a lawsuit within the required timeframe, you will be forever barred from pursuing your claim. Because these deadlines may be approaching, we strongly recommend that you consult with another attorney immediately if you wish to pursue this matter further.

We are returning all original documents you provided to our office. We will not be maintaining a file on this matter, and no further action will be taken by this firm on your behalf.

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

Sincerely,

[Attorney Name]
[Law Firm Name]