

[Law Firm Letterhead]

[Date]

[Name of Former Client]

[Address]

[City, State, Zip]

Re: Conflict of Interest Waiver Regarding [Name of Current Matter/Arbitration]

Dear [Name of Former Client Contact],

As you are aware, [Law Firm Name] (the "Firm") previously represented [Former Client Name] in connection with [Description of Former Representation] (the "Former Matter"). This representation concluded on or about [Date].

The Firm has now been asked to represent [Name of Current Client] (the "Current Client") in a commercial arbitration proceeding against [Adverse Party Name] regarding [Brief Description of Current Dispute] (the "Current Matter").

We have identified a potential conflict of interest because the Current Matter is substantially related to the Former Matter. Specifically, [Describe the factual or legal overlap between the two matters]. Because of this relationship, professional ethics rules require us to obtain your informed written consent before we can represent the Current Client in this arbitration.

We wish to confirm that we will not use any confidential information obtained during our representation of [Former Client Name] to the disadvantage of [Former Client Name] in the Current Matter. Furthermore, we have implemented an internal ethical screen to ensure that the attorneys working on the Current Matter do not have access to your confidential files or information from the Former Matter.

The implications of waiving this conflict include the possibility that we may be more aggressive in our advocacy for the Current Client than you might prefer, and that we are prohibited from using your confidential information to help the Current Client. You have the right to consult with independent legal counsel before signing this waiver.

By signing below, [Former Client Name] waives any conflict of interest arising from the Firm's representation of the Current Client in the Current Matter and consents to our participation in the arbitration.

Sincerely,

[Name of Attorney]

[Law Firm Name]

CONSENT AND WAIVER

On behalf of [Former Client Name], I have read the foregoing and hereby waive the described conflict of interest and consent to [Law Firm Name] representing [Current Client] in the Current Matter.

Signature: _____

Name: [Name of Authorized Signatory]

Title: [Title]

Date: [Date]