

[Date]

[Co-Counsel Name]

[Law Firm Name]

[Address Line 1]

[City, State, Zip Code]

RE: Merit Assessment and Declination of Co-Counsel Engagement

Matter: [Client Name / Case Name]

Subject: Potential Claims regarding [Brief Description of Incident]

Dear [Name],

Thank you for providing our firm with the opportunity to review the file and perform a merit assessment regarding the above-referenced matter for potential co-counsel engagement.

After a thorough review of the materials provided and an evaluation of the legal and factual merits, we have determined that we are unable to accept this case for co-counseling at this time. This decision is based on our internal assessment criteria and current caseload capacity, and does not necessarily constitute an opinion on the ultimate legal viability of the claims.

Please be advised that our firm has not entered into an attorney-client relationship with the prospective client, nor have we entered into a formal association agreement with your firm regarding this matter. We have not taken any action to toll any applicable statutes of limitations or to preserve any evidence.

We recommend that you advise the prospective client of any upcoming deadlines or statutes of limitations that may affect their rights. We are returning all original documents and materials provided to us for our review herewith.

We appreciate the referral and look forward to the possibility of collaborating on other matters in the future.

Sincerely,

[Your Name]

[Your Law Firm Name]

Enclosures: [List returned files/documents]