DATE: [Insert Date]

TO: [Recipient Name/Legal Counsel]
FIRM: [Law Firm Name]
ADDRESS: [Street Address, City, State, Zip]

RE: Letter of Instruction Regarding Legal Liability Arguments for [Case Name/Reference Number]

Dear [Name],

This letter serves as formal instruction regarding the strategic positioning and legal arguments to be asserted in relation to the aforementioned matter. We request that your legal strategy focus on the following pillars of liability:

1. Duty of Care
Establish the specific legal obligation owed by the opposing party to our interests. Please reference [Statute/Contract Clause/Common Law Precedent] that dictates this duty within this jurisdiction.

2. Breach of Duty
Outline the specific actions or omissions that constitute a deviation from the standard of care. Focus on [Specific Incident/Date] and provide evidence of how the opposing party failed to meet their obligations.

3. Causation (Proximate and Actual)
Argue the direct link between the breach of duty and the resulting damages. Emphasize that the harm suffered was a foreseeable consequence of the opposing party's conduct.

4. Quantification of Damages
Detail the economic and non-economic losses incurred. Ensure all arguments are supported by the attached documentation, including [List Documents, e.g., Financial Reports, Expert Witness Statements].

5. Rebuttal of Affirmative Defenses
Anticipate and prepare counter-arguments for potential defenses such as [Contributory Negligence / Assumption of Risk / Statute of Limitations].

Instructions for Submission:
Please provide a draft of the formal legal brief or demand letter incorporating these points by [Insert Date] for our internal review.

Sincerely,

[Your Name]
[Your Title]
[Company Name]