

DATE: [Insert Date]

TO: [Insert Name of Vendor/Third Party/Recipient]

RE: NOTICE OF STRICT DISCLAIMER OF DIRECT FINANCIAL LIABILITY

To whom it may concern,

This formal notice serves to confirm the financial arrangements regarding the matter of [Insert Client Name/Case Reference].

Please be advised that [Insert Law Firm Name] (the "Firm") is acting solely as legal counsel for [Insert Client Name] (the "Client"). At no time shall the Firm be held personally or directly liable for any costs, fees, invoices, or financial obligations incurred by the Client or authorized by the Firm on the Client's behalf.

Specifically, the following terms apply:

- **No Direct Liability:** All invoices must be issued in the name of the Client. The Firm does not guarantee payment and is not a guarantor of the Client's debts.
- **Source of Funds:** Any payments issued from the Firm's accounts are made strictly from funds provided by the Client for this express purpose.
- **Third-Party Services:** Engagement of experts, court reporters, investigators, or other vendors is done so as an agent for a disclosed principal (the Client). Responsibility for remuneration rests solely with the Client.

By providing services or extending credit, you acknowledge that you are looking exclusively to the Client for payment and waive any claim of financial liability against [Insert Law Firm Name], its partners, or its employees.

Please update your records to reflect the Client as the sole responsible billing party.

Sincerely,

[Your Name/Signature]

[Title]

[Insert Law Firm Name]