

[Date]

[Spouse Name]

[Address]

[City, State, Zip Code]

Re: Notice of Non-Engagement regarding [Borrower/Company Name] Loan Facility

Dear [Spouse Name],

Thank you for contacting [Law Firm Name] regarding the personal guarantee requested by [Lender Name] in connection with the loan provided to [Borrower Name].

This letter is to formally confirm that [Law Firm Name] will not be representing you in this matter. We have not been retained to provide you with legal advice, nor have we reviewed the specific terms of the spousal guarantee or any related security documents on your behalf.

Please be advised of the following:

- **No Attorney-Client Relationship:** Our firm represents only [Primary Client Name] in this transaction. No attorney-client relationship exists between this firm and you.
- **Independent Legal Advice:** Because the signing of a personal guarantee involves significant legal and financial risks-including potential liability for your personal assets-we strongly recommend that you seek independent legal advice from a qualified attorney of your choice before signing any documents.
- **Deadlines:** You should act promptly, as there may be deadlines associated with the closing of this transaction that could affect your legal position.

We are returning herewith any original documents you may have provided to us. We will not be taking any further action on your behalf regarding this matter.

Sincerely,

[Attorney Signature]

[Attorney Name]

[Law Firm Name]

Acknowledgment of Receipt

I acknowledge that I have received this letter and understand that [Law Firm Name] does not represent me in this matter.

[Spouse Name]
Date: _____