

[Date]

[Guarantor Name]

[Guarantor Address]

[City, State, Zip Code]

RE: Notice of Non-Engagement regarding [Project Name/Joint Venture Name]

Dear [Guarantor Name],

Thank you for contacting [Law Firm/Company Name] regarding the potential legal representation of your interests as a guarantor for the proposed joint venture between [Party A] and [Party B].

We are writing to formally confirm that [Law Firm/Company Name] will not be representing you in connection with this matter. While we have performed a preliminary review of the conflict-of-interest protocols, we are unable to accept this engagement at this time.

Please be advised of the following:

- No attorney-client relationship has been formed between you and this firm.
- We have not undertaken a detailed review of the joint venture agreement or the guarantee documents.
- Legal time limits (statutes of limitations) may apply to your rights or obligations. We recommend that you consult with alternative legal counsel immediately to ensure your interests are protected.

We will return any original documents you provided to our office under separate cover. We have not retained copies of any confidential information provided during our preliminary discussions.

We appreciate the opportunity to consider this matter. We wish you the best in your future business endeavors.

Sincerely,

[Your Name]

[Your Title]

[Law Firm/Company Name]