

[Sender Name/Law Firm Name]
[Address Line 1]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient Name/Compliance Officer]
[Software Provider Name]
[Address Line 1]
[City, State, Zip Code]

RE: Good Faith Notice Regarding Compliance Verification for Case Management Software

Dear [Recipient Name or Compliance Department],

I am writing to you in good faith regarding our firm's use of [Software Name] for our legal practice management. As a legal entity, we are bound by professional codes of conduct and regulatory requirements concerning data security, client confidentiality, and financial record-keeping.

The purpose of this letter is to request formal verification that your software remains in full compliance with the following standards as they pertain to our jurisdiction:

- Data encryption protocols for attorney-client privileged communications.
- Compliance with [Insert Relevant Regulation, e.g., GDPR, CCPA, or HIPAA] where applicable.
- Integrity of trust accounting modules in accordance with State Bar requirements.
- Data backup, redundancy procedures, and breach notification protocols.

We request that you provide a written statement or a current compliance certificate confirming that your platform meets these necessary legal and ethical safeguards. This documentation is required for our internal risk management audit and to satisfy our obligations to our clients and licensing authorities.

Please provide this information by [Insert Date]. If there are specific addendums or updated Terms of Service we must execute to remain compliant, please attach them to your response.

We value our partnership and look forward to your prompt cooperation in this matter.

Sincerely,

[Signature]

[Printed Name]
[Title/Partner]
[Firm Name]