

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Opposing Party Name]
[Opposing Party Address]
[City, State, Zip Code]

RE: [Case Name/Reference Number] - Notice of Non-Engagement

Dear [Opposing Party Name],

This letter serves as formal notification that the matter regarding [Briefly State Subject Matter] was concluded on [Date of Resolution/Settlement].

As the legal proceedings and negotiations are now finalized and the final [Judgment/Settlement Agreement] has been executed, there is no further need for communication between us regarding this matter. Please be advised that I will no longer read, respond to, or acknowledge any future correspondence, emails, phone calls, or other forms of communication from you.

If you believe there is a legal requirement for further contact, please direct all future inquiries to my legal counsel, [Attorney Name], at [Attorney Contact Information]. If you are representing yourself, please ensure any necessary legal filings are served through the appropriate court channels only.

Please refrain from any further direct contact.

Sincerely,

[Your Signature]

[Your Printed Name]