

SENT VIA: [Certified Mail / Email / Court Filing]

DATE: [Date]

TO: [Opposing Party/Insurance Company/Successor Counsel]

ADDRESS: [Address of Recipient]

RE: NOTICE OF ATTORNEY CHARGING LIEN

Client: [Name of Former Client]

Matter/Case Name: [Case Name or Description]

Case Number: [Court Case Number, if applicable]

To Whom It May Concern:

Please be advised that [Law Firm Name] (the "Firm") hereby asserts an Attorney's Charging Lien pursuant to [Insert Applicable State Statute/Common Law] against any and all proceeds, settlements, judgments, or recoveries arising out of the above-referenced matter.

This lien is asserted to secure the payment of unpaid legal fees, costs, and disbursements incurred during the Firm's representation of [Name of Former Client].

NOTICE TO SUCCESSOR COUNSEL AND PAYORS:

You are hereby directed to protect the Firm's interest in any recovery. No distribution of funds should be made to the client or any third party without first satisfying the outstanding balance due to this Firm or reaching a written agreement regarding the escrow of disputed funds.

The current amount of the lien is **[\$Amount]**, plus any additional interest or costs that may accrue.

Please include the name of [Law Firm Name] as a co-payee on any settlement check or draft issued in connection with this matter.

Sincerely,

[Attorney Signature]

[Attorney Name]

[Law Firm Name]

[Phone Number]

[Email Address]

cc: [Former Client Name]