

[Date]

[Client A Name]  
[Client A Address]

[Client B Name]  
[Client B Address]

**RE: Notice of Disengagement and Withdrawal from Representation**

Dear [Client A Name] and [Client B Name],

As you are aware, [Law Firm Name] has been representing both of you jointly in connection with [Description of Matter/Case].

The purpose of this letter is to formally notify you that a conflict of interest has arisen between your respective interests in this matter. Specifically, [Optional: Brief description of the nature of the conflict].

Under the professional rules of conduct governing attorneys, we cannot continue to represent multiple clients when their interests become adverse to one another. Despite our previous joint representation agreement, this conflict is of such a nature that it cannot be waived, and we can no longer provide objective or effective representation to either of you in this specific matter.

Accordingly, [Law Firm Name] must withdraw from representing both of you, effective [Date or "Immediately"].

We strongly recommend that each of you seek independent legal counsel immediately to protect your rights and ensure your interests are properly represented moving forward. To assist in this transition, we will:

- Provide you or your new counsel with copies of your respective files upon written request.
- Cooperate with your new counsel to transfer all necessary information.
- [Optional: Mention any upcoming deadlines or court dates].

Regarding outstanding fees, an invoice for services rendered up to the date of this withdrawal is enclosed. [Optional: Details regarding trust account refunds or final payments].

Please sign and return the enclosed copy of this letter to acknowledge your receipt of this notice and the termination of our attorney-client relationship.

Sincerely,

[Attorney Name]  
[Law Firm Name]

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**Acknowledgment**

I acknowledge receipt of this disengagement letter and understand that [Law Firm Name] no longer represents me in this matter.

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[Client A Signature] / [Date]

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[Client B Signature] / [Date]