

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

RE: Notice of Appeal Filed - [Case Name/Case Number]

Dear [Client Name],

This letter is to formally notify you that we have successfully filed the Notice of Appeal on your behalf regarding the judgment entered on [Date of Judgment] in the [Name of Court].

The Notice of Appeal was filed with the court on [Date of Filing]. A copy of the stamped document is enclosed for your personal records.

The filing of this notice initiates the appellate process. The next steps will involve:

- Ordering and preparing the trial transcripts.
- Setting a briefing schedule with the appellate court.
- Drafting and filing our opening brief.

Please be aware that the appeals process can be lengthy. We will continue to provide you with updates as significant deadlines are met or when we receive communications from the court.

Should you have any questions regarding this filing or the upcoming procedure, please do not hesitate to contact our office.

Sincerely,

[Attorney Name]

[Law Firm Name]

Enclosure: Stamped Notice of Appeal