LEGAL NOTICE: NOTICE OF PENDING CLASS ACTION LAWSUIT

To: [Recipient Name]
From: [Law Firm or Administrator Name]
Date: [Current Date]
Subject: Notice of Class Action regarding [Case Name/Matter]

This notice is to inform you that a class action lawsuit is currently pending in the [Court Name], docket number [Case Number]. You have been identified as a potential member of the "Class" because [Brief Reason for Eligibility].

What is this lawsuit about?
The lawsuit alleges that [Defendant Name] engaged in [Brief Description of Alleged Misconduct]. The plaintiffs are seeking [Damages/Relief] on behalf of everyone similarly situated.

What are your options?

- **Remain in the Class:** If you wish to stay in the lawsuit, you do not need to do anything at this time. You will be bound by the court's final judgment and will give up your right to sue the defendant individually for these specific claims.
- **Exclude Yourself (Opt-Out):** If you wish to pursue your own legal action, you must request to be excluded by [Opt-Out Deadline Date]. Instructions for exclusion can be found at [Website URL].

Next Steps:
The court has not yet decided who is right. If a settlement is reached or a judgment is made, you will receive further instructions on how to claim any potential benefits.

For more information, visit [Website URL] or call [Phone Number].

Sincerely,

[Name/Signature]
[Title]
[Organization]