

[Law Firm Name]
[Address]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

RE: Notice of Force Majeure - Infrastructure Failure

Dear [Client Name],

We are writing to formally notify you that [Law Firm Name] is currently experiencing a significant infrastructure failure involving [describe failure, e.g., server collapse, power grid failure, or telecommunications outage]. This event has occurred due to circumstances beyond our reasonable control.

As a result of this failure, our ability to perform certain legal services and meet specific deadlines may be temporarily impacted. We are invoking the Force Majeure provision of our engagement agreement effective [Start Date of Issue].

Please be assured that we are taking the following steps:

- Implementing our disaster recovery and business continuity protocols.
- Working with technical experts to restore systems as quickly as possible.
- Communicating with relevant courts and opposing counsel to secure extensions where necessary.

We anticipate that services will resume normal operations by [Estimated Date, or "as soon as infrastructure is restored"]. We will provide you with regular updates regarding the status of your matter and any rescheduled timelines.

We appreciate your patience and understanding during this period. If you have urgent questions, please contact [Contact Person] at [Alternative Phone Number/Email].

Sincerely,

[Authorized Signature]
[Printed Name]
[Title/Partner]