

[Law Firm Name]
[Attorney Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email]

[Date]

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

RE: Notice of Termination of Legal Representation

Dear [Client Name],

Please be advised that [Law Firm Name] is terminating its legal representation of you in the matter of [Case Name/Matter Description], effective immediately.

This decision has been made pursuant to [State Bar Rule Number, e.g., Rule 1.16] of the Rules of Professional Conduct. Our firm has determined that your recent conduct involves [fraudulent activities / the provision of false information / the use of our services to further a course of action we believe to be criminal or fraudulent]. As legal counsel, we cannot ethically continue to represent you under these circumstances.

Regarding your file and upcoming deadlines:

- **Pending Deadlines:** You have a pending [Hearing/Filing/Deadline] scheduled for [Date]. It is imperative that you secure new legal counsel immediately to protect your interests.
- **Client File:** We have enclosed your original documents. A full copy of your case file is available for pickup or can be transferred to your new attorney upon written request.
- **Refund of Fees:** An accounting of your trust account is attached. Any unearned retainers will be refunded to you via [Check/Wire] within [Number] days.

We will file the necessary "Motion to Withdraw as Counsel" with the court on [Date]. You may receive a notice from the court regarding this filing. If the court requires a hearing on this motion, your attendance may be necessary.

Please acknowledge receipt of this letter and the return of your documents.

Sincerely,

[Attorney Signature]

[Attorney Printed Name]

[Law Firm Name]