

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

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

RE: Notice of Termination of Legal Representation

Dear [Client Name],

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

This decision has been made because it has come to our attention that certain legal documents provided to this firm contained material misrepresentations. Specifically, the documents regarding [Briefly Identify Document Type] appear to be inaccurate or altered. Under our professional code of conduct and our engagement agreement, we cannot continue representation when a client has provided misleading information or documentation.

You should immediately seek new legal counsel to protect your interests. Please be aware that there may be upcoming deadlines or statutes of limitations that could affect your legal rights. Your failure to obtain new counsel promptly may result in the loss of your legal claims or a default judgment against you.

We will cooperate with your new attorney to ensure an orderly transition of your file. Your client file is available for pickup at our office, or we can forward it to your new counsel upon receipt of a signed authorization form.

We will provide a final invoice for services rendered and costs incurred up to the date of this letter. Any unused portion of your retainer will be refunded to you shortly.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]