

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Notice of Disengagement - [Case Name/Matter Number]

Dear [Client Name],

As you are aware, the court issued a final judgment on [Date] regarding the above-referenced matter. Unfortunately, the court ruled in favor of the opposing party, and the judgment was unfavorable to our position.

This letter serves as formal notification that [Law Firm Name] has completed its legal representation of you in this matter. Our attorney-client relationship is now concluded.

Please be advised of the following important information regarding your case:

- 1. Deadlines for Appeal:** You may have the right to appeal this judgment. However, strict statutory deadlines apply. If a notice of appeal is not filed by [Specific Date, if known, or "the applicable deadline"], you will lose your right to challenge the court's decision. Our firm will not be filing an appeal on your behalf.
- 2. File Disposition:** We are returning your original documents herewith. We will maintain a digital copy of your file for [Number] years, after which it will be destroyed in accordance with our retention policy.
- 3. Final Accounting:** Enclosed is our final invoice for services rendered and costs incurred through the conclusion of this litigation. Please remit payment by [Date].

If you wish to pursue an appeal or require further legal assistance, we recommend that you consult with another attorney immediately to ensure your rights are protected.

We regret that we were unable to achieve a more favorable outcome in this instance. Thank you for the opportunity to have represented you.

Sincerely,

[Attorney Signature]

[Attorney Name]

[Law Firm Name]