

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

RE: Notice of Denial of Appellate Representation and Disengagement

Dear [Client Name],

Thank you for contacting [Law Firm Name] regarding the possibility of representing you in an appeal of the judgment entered on [Date of Judgment] in the matter of [Case Name/Number].

After a thorough review of your file and the trial court record, we regret to inform you that our firm is unable to represent you in this appellate matter. Consequently, we are closing our file regarding this specific request for services.

Please be advised of the following critical information regarding your rights:

- **Deadlines:** The time for filing an appeal is strictly limited by law. Failure to file the necessary "Notice of Appeal" within the statutory timeframe (typically [Number] days from the date of judgment) will result in the permanent loss of your right to appeal.
- **Legal Counsel:** We strongly recommend that you consult with another attorney immediately if you still wish to pursue an appeal. This will ensure your rights are protected before any deadlines expire.
- **Document Return:** Enclosed with this letter are the original documents you provided to us. We have retained a digital copy for our records in accordance with our retention policy.

By providing this notice, [Law Firm Name] does not represent you in this appeal, and no attorney-client relationship has been formed regarding this appellate matter. We will take no further action on your behalf.

We wish you the best in resolving this matter.

Sincerely,

[Attorney Signature]

[Attorney Name]

[Law Firm Name]

Enclosures: [List enclosed documents, if any]