

[Your Name/Law Firm Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Address Line 1]
[Client Address Line 2]
[City, State, Zip Code]

RE: Notice of End of Representation and Refusal to File Appeal

Matter: [Case Name/Reference Number]

Trial/Decision Date: [Date of Verdict/Order]

Dear [Client Name],

As we discussed, this letter serves as formal notification that our legal representation of you in the above-referenced matter has concluded. Following the decision issued on [Date], our firm has completed a thorough review of the trial record and the merits of a potential appeal.

Please be advised that we will not be filing an appeal on your behalf. Based on our professional assessment, we have determined that there are no viable legal grounds to challenge the current ruling. Consequently, we are closing your file at this time.

Important Deadlines:

Please be aware that there are strict statutory deadlines for filing a Notice of Appeal. In this jurisdiction, the deadline to file is generally [Number] days from the date of the final order. If you wish to pursue an appeal independently or with another attorney, you must act immediately. Failure to file by [Deadline Date] will result in the permanent loss of your right to appeal.

Regarding your case file, we have enclosed [List of documents/Return of original evidence]. We will retain a digital copy of your file for [Number] years, after which it will be destroyed in accordance with our retention policy.

We wish you the best in your future endeavors.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title/Firm Name]