

[Current Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

RE: Notice of Disengagement - Failure to Comply with Discovery Obligations

Dear [Client Name],

Please be advised that [Law Firm Name] is terminating its legal representation of you in the matter of [Case Name/Number], effective [Number of Days, e.g., 30 days] from the date of this letter.

This decision is the result of your continued failure to provide the documents and information necessary to comply with court-ordered discovery requests. As previously discussed on [Dates of Previous Requests], your failure to cooperate makes it impossible for this firm to effectively represent your interests or meet mandatory court deadlines.

Important Deadlines:

Please be aware that there are pending deadlines in your case, specifically [List Specific Deadlines, e.g., Responses due by Date]. Failure to address these matters immediately may result in court sanctions, the dismissal of your claims, or a default judgment against you.

Your File:

Your original file is available for pickup at our office. Alternatively, we can forward your file to you or your new legal counsel upon written authorization. We will cooperate with your new attorney to ensure a smooth transition of your file.

Next Steps:

We strongly recommend that you retain new legal counsel immediately to avoid further prejudice to your case. If you choose to represent yourself, you must notify the court of your contact information.

We will file a Motion to Withdraw as Counsel with the court on [Date].

Sincerely,

[Attorney Name]

[Law Firm Name]