

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

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

RE: Notice of Withdrawal of Legal Representation

Dear [Client Name],

Please be advised that [Law Firm Name] is formally withdrawing as your legal counsel regarding [Description of Matter/Case Number], effective as of [Effective Date].

As we are no longer representing you, it is critical that you secure new legal counsel immediately to protect your interests. All original documents provided by you are [enclosed with this letter / available for pickup at our office]. We will cooperate with your new attorney to ensure a smooth transition of your file.

URGENT NOTICE REGARDING STATUTE OF LIMITATIONS:

Please be aware that your legal claims are subject to a time limit known as the Statute of Limitations. If a formal lawsuit is not filed in the proper court before this deadline expires, you will be legally barred from ever pursuing your claim.

Based on the information available, the deadline to file your claim appears to be [Date]. However, this date is subject to interpretation and may be sooner. You must consult with a new attorney immediately to confirm this deadline and ensure your rights are preserved.

Failure to take immediate action may result in the total loss of your legal rights regarding this matter.

Sincerely,

[Attorney Signature]
[Printed Name]
[Law Firm Name]