

Response to Legal Inquiry

Date: [Insert Date]

From: [Your Name]

To: [Recipient's Name]

Subject: Clarification on Legal Inquiry

Dear [Recipient's Name],

Thank you for your recent inquiry regarding [specific legal matter]. We appreciate your diligence in seeking clarification on this important issue.

In response to your questions, I would like to clarify the following points:

1. [Clarification Point 1]
2. [Clarification Point 2]
3. [Clarification Point 3]

Please feel free to reach out if you require further clarification or additional information on this matter.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]