

Letter of Appointment for Legal Representation

Date: [Insert Date]

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

Dear [Client's Name],

This letter serves to formally confirm the appointment of [Law Firm/Attorney's Name] as your legal representative regarding the employment dispute with [Employer's Name]. We are committed to advocating for your rights and resolving this matter effectively.

Scope of Representation:

- Consultation regarding the nature of your dispute.
- Preparation and submission of necessary legal documentation.
- Negotiation with the opposing party.
- Representation in any relevant legal proceedings.

Our legal fees will be discussed during our initial consultation. Please confirm your acceptance of this appointment by signing below and returning a copy of this letter to our office.

Thank you for placing your trust in our services.

Sincerely,

[Attorney's Name] [Law Firm's Name] [Law Firm's Address] [City, State, Zip Code] [Phone Number] [Email Address]

Client Signature: _____

Date: _____