

Letter of Legal Representation Retention

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, ZIP Code]

[Law Firm's Name]

[Lawyer's Name]

[Law Firm's Address]

[City, State, ZIP Code]

Dear [Client's Name],

This letter serves to confirm that you have retained [Law Firm's Name] to represent you in your criminal defense case regarding [brief description of the case or charges]. Our legal services will include, but are not limited to, the following:

- Reviewing all evidence and documents related to your case.
- Providing legal advice and representation throughout the legal proceedings.
- Negotiating with prosecutors on your behalf.
- Preparing for and representing you in court.

The fee for our services will be [insert fee structure]. A retainer of [insert retainer amount] is required prior to the commencement of our representation. Please sign and return a copy of this letter to confirm your acceptance of this agreement.

We are committed to providing you with the highest quality legal representation. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

[Lawyer's Name]

[Law Firm's Name]

[Law Firm's Phone Number]

[Law Firm's Email Address]

[Client's Name]

[Date]