

Letter of Acknowledgment of Legal Representation

Date: [Insert Date]

[Your Full Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Firm/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as a formal acknowledgment of my legal representation regarding the matter pertaining to [Brief Description of the Matter or Case]. As the beneficiary, I understand that your representation involves [Detail the Scope of Legal Representation].

I appreciate the professional assistance you provide and trust that you will advocate effectively on my behalf. Please do not hesitate to reach out for any further information or documentation you may require.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]