

Legal Representation Proposal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Subject: Proposal for Legal Representation

Dear [Client's Name],

Thank you for considering me for your legal representation. I am pleased to submit my proposal outlining the scope of services, fees, and the approach I intend to take in handling your case.

Scope of Services

I propose to represent you in the following matters:

- [Specific legal services you intend to provide]
- [Additional services]

Fees

My fee structure is as follows:

- [Hourly rate or flat fee] - [Details about payment terms]

Approach

I intend to approach your case with the utmost diligence, keeping you informed throughout the process. My strategy includes:

- [Description of your legal strategy]
- [Further details about communication and updates]

Please feel free to reach out if you have any questions or need further clarification regarding this proposal. I look forward to the possibility of working together.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Law Firm Name]