

Letter of Representation for Estate Planning Services

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our engagement to provide you with elder law legal services specifically related to your estate planning needs. This letter outlines the scope of our representation and the responsibilities associated with our partnership.

Scope of Services

Our representation will include but is not limited to:

- Assessment of your current estate planning documents
- Creation of wills, trusts, and powers of attorney
- Review of beneficiary designations
- Advice on asset protection strategies
- Guidance on Medicaid planning and long-term care

Fees

Our fees for these services will be discussed and agreed upon prior to commencement, and a detailed fee structure will be provided.

Confidentiality

All information shared with our office will be treated as confidential.

If you agree to the terms outlined in this letter, please sign and return a copy to us at your earliest convenience.

Thank you for entrusting us with your legal needs. We look forward to working with you.

Sincerely,

[Your Name]

[Your Title]

[Your Law Firm Name]

[Your Contact Information]

[Client's Signature] [Date]