

# Legal Privilege Assertion

**Date:** [Insert Date]

**To:** [Recipient Name]

**Title:** [Recipient Title]

**Organization:** [Recipient Organization]

**Address:** [Recipient Address]

Dear [Recipient Name],

This letter serves to formally assert the legal privilege regarding certain documents and communications in relation to [Brief Description of the Matter].

As discussed, these communications are protected under [Specify Applicable Legal Privilege, e.g., attorney-client privilege, work-product doctrine]. Therefore, we request that you refrain from disclosing or using this information for any purpose without our prior written consent.

We appreciate your understanding and cooperation in maintaining the confidentiality of these privileged communications.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]