

Notice of Intent to File Legal Malpractice Claim

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Attorney's Name]

[Law Firm's Name]

[Law Firm's Address]

[City, State, Zip Code]

Dear [Attorney's Name],

I am writing to formally notify you of my intent to file a claim for legal malpractice against you and your firm. It has come to my attention that you have failed to meet the required standard of care in the handling of my legal case pertaining to [brief description of the case].

The specific actions or omissions that I believe constitute legal malpractice include, but are not limited to:

- [Describe specific failing or incident #1]
- [Describe specific failing or incident #2]
- [Describe specific failing or incident #3]

As a result of your actions, I have suffered [briefly describe damages or injuries].

Please consider this letter as my official notice of intent to pursue legal action. I hope to resolve this matter amicably before filing any suit.

Sincerely,

[Your Name]