

Notification of Legal Representation

Date: [Insert Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves to formally notify you that I will be representing [Client's Name] in all legal matters pertaining to the real estate transaction involving the property located at [Property Address].

As the legal representative, I will handle all negotiations, communications, and documentation related to this transaction. Please direct all future correspondence regarding this matter to my office at the address provided below.

If you have any questions or require further information, please do not hesitate to contact me directly.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Law Firm's Name]
[Your Address]
[City, State, Zip Code]
Phone: [Your Phone Number]
Email: [Your Email Address]