

Statement Regarding Privileged Information

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

RE: Subpoena [Insert Subpoena Number or Case Name]

I am writing in response to the subpoena issued on [Insert Date of Subpoena]. After careful review of the requested documents and information, it has come to our attention that certain materials may contain privileged information.

Specifically, the documents identified as [insert specific documents or information] contain attorney-client communications and/or confidential information protected under [insert relevant privilege, e.g., attorney-client privilege, work product doctrine].

As such, we respectfully object to the production of these documents and request that they be excluded from the subpoenaed materials. We are prepared to discuss this matter further and provide any necessary information to support our position.

Thank you for your attention to this important matter. Please feel free to contact me at [Your Contact Information] should you have any questions or require further clarification.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]