

Subject: Request for Preliminary Legal Advice on Employment Dispute

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek your preliminary legal advice regarding an employment dispute that I am currently experiencing with my employer, [Employer's Name].

The issue involves [briefly describe the nature of the dispute, e.g., wrongful termination, discrimination, or wage disputes]. I believe that your expertise in employment law could provide me with valuable insight and guidance on the best course of action.

I would appreciate the opportunity to discuss this matter with you further and gather any initial thoughts you may have. Please let me know your availability for a consultation, as well as your fee structure for this type of advice.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]