

Letter of Request for Expert Witness Information Before Trial

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Institution/Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request information regarding your services as an expert witness for the upcoming trial in the case of [Case Name/Number], which is scheduled for [Trial Date]. Your expertise in [Field of Expertise] would be invaluable in addressing several key issues pertinent to the case.

Specifically, I would appreciate your assistance with the following:

- Provision of your CV, including your qualifications, experience, and any relevant publications.
- A summary of your anticipated areas of testimony related to this case.
- Your availability for court appearances and any associated consulting work prior to the trial.

If you are potentially willing to assist us, please let me know at your earliest convenience. I would be happy to discuss this matter further and provide additional context about the case.

Thank you for your consideration. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Organization]