

Client Confidentiality Notice

Date: [Insert Date]

To: [Client's Name]

From: [Your Firm's Name]

Subject: Client Confidentiality Notice

Dear [Client's Name],

We are committed to maintaining the confidentiality of your information as part of our legal representation. This notice outlines our practices concerning the handling of your confidential information:

- All communications between you and our firm are privileged and confidential.
- Your personal and case-related information will not be disclosed to any third party without your explicit consent, except as required by law.
- We will employ all necessary measures to secure your information against unauthorized access.

If you have any questions regarding our confidentiality practices, please do not hesitate to reach out.

Thank you for entrusting us with your legal matters.

Sincerely,

[Your Name]

[Your Title]

[Your Firm's Name]

[Your Contact Information]