

Legal Malpractice Claim Alert

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Law Firm's Name]

[Law Firm's Address]

[City, State, Zip Code]

Subject: Legal Malpractice Claim Notification

Dear [Recipient's Name],

I am writing to formally notify you of a potential legal malpractice claim concerning your representation in the matter of [Describe Case or Issue]. Upon review of the handling of my case, I have identified several instances of negligence that may constitute legal malpractice, including but not limited to:

- [Instance 1: Brief description]
- [Instance 2: Brief description]
- [Instance 3: Brief description]

I believe that these actions (or inactions) have caused me significant harm, including [List Potential Damages]. I kindly request that you respond to this letter within [Insert Timeframe, e.g., 14 days] to discuss this matter further.

Should I not receive a satisfactory response, I will have no choice but to explore further legal options, including but not limited to filing a complaint with the state bar association or pursuing a malpractice action.

Thank you for your immediate attention to this serious matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]