

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

## **Re: Legal Representation for Domestic Violence Protection Order Proceedings**

Dear [Recipient's Name],

I am writing to formally notify you that I will be representing [Client's Name] in the upcoming proceedings for a domestic violence protection order. As [Client's Name]'s legal representative, I am prepared to advocate for their rights and ensure their safety.

Please direct all future correspondence regarding this matter to my attention at the address listed above. I will also be reaching out to schedule a meeting to discuss the details of the case further.

Thank you for your attention to this matter. I look forward to working together to resolve these proceedings effectively and compassionately.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Position]

[Your Firm Name, if applicable]