

Confirmation of Legal Representation

Date: [Insert Date]

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

[Client's Name] [Client's Address] [City, State, Zip Code]

Dear [Client's Name],

This letter serves to confirm that I, [Your Name], of [Your Law Firm Name], will represent you in relation to your employment dispute with [Employer's Name].

We intend to pursue the matter to achieve a favorable resolution on your behalf. Please feel free to contact me at any time should you have questions or require further information.

Thank you for placing your trust in us.

Sincerely,

[Your Name] [Your Title] [Your Law Firm Name]