

Follow-Up Letter for Witness Deposition

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient Name]

[Recipient Title/Position]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to follow up on the witness deposition that took place on [insert date of deposition]. Your insights are invaluable to our case, and we appreciate your willingness to assist in this matter.

We would like to confirm if you have reviewed the deposition transcript and if you have any feedback or additional information you wish to provide. Please let us know if you have any questions or require further clarification on any specific points discussed during the deposition.

Thank you once again for your cooperation and support. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Title/Organization]