

Joint Discovery Request Notice

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient's Title]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

Re: Joint Discovery Request Notice in [Case Name/Number]

Dear [Recipient Name],

We write to jointly submit our Discovery Request pursuant to [relevant discovery rules/standards] related to the above-referenced matter.

As per our discussions, the following discovery requests are agreed upon:

- [Discovery Request 1]
- [Discovery Request 2]
- [Discovery Request 3]

We kindly request that you provide us with the requested information by [deadline]. Should you have any objections or require clarification on any of the requests, please do not hesitate to reach out.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company/Organization Name]