

Letter of Malpractice Claim

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Attorney's Name]

[Law Firm's Name]

[Law Firm's Address]

[City, State, Zip Code]

Dear [Attorney's Name],

I am writing to formally notify you of my intention to pursue a malpractice claim against you and your firm for the failure to provide competent legal representation in my case concerning [briefly state the case details, e.g., personal injury, contract dispute].

On [insert date], I retained your services and expected a standard of care consistent with that of a reasonable attorney in your position. Unfortunately, [insert specific details of the alleged malpractice, e.g., missed deadlines, lack of communication, failure to file necessary documents].

This negligence has caused me significant hardship, including [insert details about the consequences you faced, e.g., financial losses, emotional distress].

I hereby request that you respond to this letter by [insert a specific deadline] to discuss a possible resolution to this matter before I take further action, including but not limited to seeking legal advice and filing complaints with the appropriate regulatory bodies.

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

Sincerely,

[Your Name]