

Legal Malpractice Claim Notification

Date: [Insert Date]

To:

[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 a potential legal malpractice claim arising from your representation of me in [briefly describe the case or matter] during the period of [insert timeframe].

It has come to my attention that certain actions/inactions on your part have resulted in significant adverse consequences, including but not limited to [describe specific issues, such as missed deadlines, lack of communication, or failure to provide competent representation].

Given these circumstances, I believe that I have suffered damages as a direct result of your negligence and would like to discuss this matter further. Please respond to this notification within [specify a timeframe, e.g., 30 days] to address these concerns.

Thank you for your attention to this matter.

Sincerely,

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