

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

[Legal Advisor's Name]
[Legal Advisor's Company]
[Legal Advisor's Address]
[City, State, Zip Code]

Dear [Legal Advisor's Name],

I hope this message finds you well. I am writing to formally request your commentary on the attached contract pertaining to [brief description of the contract's purpose]. Given your expertise in [specific area of law], your insights would be invaluable.

We would appreciate your feedback by [specific deadline], if possible, to ensure timely progress. Please feel free to reach out if you require any additional information or clarification regarding the contract.

Thank you for your assistance and support.

Best regards,
[Your Name]
[Your Position]
[Your Company]