

# Request for Legal Advice

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

[Recipient's Name]  
[Title]  
[Law Firm/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request your legal advice regarding an ongoing contractual issue that I am currently facing. The matter involves [briefly describe the situation or contract in question].

Specifically, I would like your guidance on the following points:

1. [Point of concern 1]
2. [Point of concern 2]
3. [Point of concern 3]

I believe that your expertise in this area would be invaluable in helping me navigate the complexities of this issue. If possible, I would appreciate the opportunity to meet with you to discuss this matter in detail.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,  
[Your Name]