

# Legal Cost Discussion

[Your Law Firm's Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

## **Subject: Discussion of Legal Costs and Payment Plan Options**

Dear [Recipient's Name],

I hope this message finds you well. I am writing to discuss the legal costs associated with your case and to propose a payment plan that can accommodate your financial situation.

The total estimated cost of our legal services is [Amount]. We understand that this may be a significant amount, and we are committed to working with you to develop a plan that is manageable.

Below are some payment plan options we can consider:

- Option 1: [Describe first option, e.g., Monthly payments of \$X over Y months]
- Option 2: [Describe second option, e.g., Bi-weekly payments of \$X over Y weeks]
- Option 3: [Describe third option, e.g., Initial deposit followed by monthly installments]

Please let me know which option works best for you or if you have any other suggestions in mind. We are here to help you navigate through this process.

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

Sincerely,

[Your Name]

[Your Title]

[Your Law Firm's Name]