

## LETTER OF REPRESENTATION

Date:

**TO:**

Denton County, Texas

**RE:** Case Number:   
Client Name:

Dear Sir/Madam:

Please be advised that this office represents

(Client Name) in connection with the above-referenced matter currently pending before your court.

As of the date of this letter, I respectfully request that you direct all future correspondence, notices, and communications related to this matter to my attention at the contact information listed below.

**Attorney Information:**

Name:   
Texas State Bar No.:   
Law Firm:   
Address:   
Phone:   
Email:

Thank you for your attention to this matter.

Respectfully submitted,