

Initial legal guidance template

Subject: Preliminary Advice Regarding Legal Matter

Dear [Client Name],

Following our recent discussion, I am providing preliminary guidance regarding [legal issue]. At this stage, it appears that your options include [outline options briefly]. It is essential that you review all relevant documents and consider the potential risks and benefits before making a decision.

Please treat this as initial advice; a detailed analysis will follow upon receipt of all necessary documentation.

Kind regards,

[Your Name]

[Law Firm/Position]

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