

Letter to Attorney Requesting Help

[Name Of Sender]

[Address Of Sender]

[E-Mail Address]

[Phone Number]

[Date]

[Attorney's Name]

[Attorney's Address]

[Case Number or Client's Name]

Dear [name of attorney],

Sir, I am writing this letter to request your time, and your services. I have decided to start my own business, and make sure that it grows in the future. I have already set up the location, and the nature of my business. I shall be dealing in "Women Clothing". Although there are many businessmen out there dealing in the same business that I am, I'll make sure to provide my customers with the best clothing quality, and at cheap rates.

However, there is one problem. I do not have any experience in the legal field, and I need your help to get my business registered, and to get all the licenses that are required to run a business. This is where I need your help. I shall be extremely grateful to you if you could help me out with this matter, as it is very important to me. I have heard great things about you, and I am confident that you will be able to help me. I am enclosing a cheque of \$500 as a retainer fee, and I shall be happy to pay more if required. I look forward to hearing from you soon. Thank you.

Sincerely,

[Signed Name Here]

[Printed Name of Sender]