

Letter to other parties to new limited liability company

PREVIEW

This letter is written to all parties that may be part of forming a new limited liability company. The letter informs the parties that the attorney does not represent each of the parties; that the attorney has only been retained to form the new entity.

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THANK YOU

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Form: Letter to other parties to new limited liability company

PREVIEW
[Date]

**ATTORNEY-CLIENT COMMUNICATION: THIS DOCUMENT AND ITS
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[Client's name]

[Client's address]

Regarding: Proposed formation of [Limited Liability Company's name].

Dear [Client's salutation]:

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You have asked me to form a limited liability company for you on your behalf. Per our agreement I consider you to be my client. I have not been retained to represent the company or any other individual(s) including but not limited to the other members of the limited liability company.

I am sending a copy of this letter to the persons you have named in the Certificate of Formation or any initial members or directors, so that they may each retain their own individual attorney and so that the company can also, at the appropriate time decide, which, if any, attorney, should represent the company.

I recommend that each party retain their own attorney and independently review the business venture which is being contemplated. If you desire me to represent the company, I will be happy to meet with you and the other participants to discuss this legal representation.

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If you have any questions, please call me.

Very truly yours,

[Name of attorney]

cc: [Names of initial members, directors and other participants]

THANK YOU

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