

**Instruction: This is a model letter. Adapt to fit your facts and circumstances.**

<date>

<Name>

<Name of Corporation>

<Address>

<Address>

Re: \_\_\_\_\_

Dear \_\_\_\_\_ :

Enclosed herewith please find a stamped "Filed" copy of the Agreed Order of Dismissal with Prejudice in the above referenced matter. I believe this concludes our representation of this matter.

Should you have any questions or if I can be of further assistance, please do not hesitate to call.

Sincerely,

BY:

/  
Enclosure

