

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

DATE

NAME  
ADDRESS LINE 1  
ADDRESS LINE 2  
CITY, STATE ZIP CODE

**Re:**           **vs.**

Dear           :

Enclosed is the Child Custody and Property Settlement Agreement which has been signed by           . As we discussed on the telephone, I changed "Day" to "Eve" on page 4 and had initial the change. In addition, I changed "January" to "February" in a couple of places and, again, had           initial. Once           has signed and entailed the Agreement, please forward me a fully executed copy.

It is my understanding that you will notify the Court that the parties will not appear for the Temporary Hearing. Further, it is my understanding that you will prepare and submit for my review the remaining documents necessary for an irreconcilable differences divorce.

Should you have any questions or need to discuss these matters, please do not hesitate to contact me.

Sincerely,

BY:

                  :  
cc: