

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

HAND DELIVERY

Re: Name vs. Name
In the United States District Court; District
Name Division; Cause No.

Dear Judge Name:

With this letter, we tender two copies of our one Motion in Limine which we concurrently have filed with the Clerk and delivered to our opposing counsel. The motion is brief and contains the legal argument cited to support the requested limitation of Defendant's proof. We also provide a Notice of Motion.

Sincerely,

Name

By:
Name

:
Enclosure
cc: Name