30 October 2012

Letter of Acknowledgement

[Attorney], with the Ratliff Law Firm, has delivered you the client(s), [clients], the following documents: (**By initialing below you have agreed to receiving the documents**).

	INTIAL
• **???**	_____

The purpose of this letter is to acknowledge you, the client, of the services provided by the Ratliff Law Firm and what the law firm has left to fulfill on its part. The total amount remaining due to Ratliff Law Firm for the services rendered or documents provided is (__) **$_____** or (__) to be determined under the engagement agreement as a final invoice**.**

[Signatures on the following page.]

On behalf of Ratliff Law Firm we would like to thank you,

[Attorney]

On the lines below, please sign your name in accordance to the requested signature which acknowledges that you have read and understood this letter.

x_____ **DATE: __/____/__**
[Client]

x_____ **DATE: __/____/__**
[Attorney]