

**APPENDIX E**

**LETTER TO UNREPRESENTED PERSON DISCLOSING ATTORNEY'S ROLE  
(WRPC 4.3)**

[Date]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_

This letter is to clarify my role in connection with the \_\_\_\_\_ transaction. Our firm has been engaged to represent \_\_\_\_\_. The interests of \_\_\_\_\_ may/do conflict with your interests to some extent in this transaction.

Although it might be possible to work out an arrangement under which I represent both of you, subject to certain restrictions, I do not presently understand that to be my role. Thus, I represent only \_\_\_\_\_ with regard to this matter.

If you have questions about this, please call me.

Very truly yours,

\_\_\_\_\_

cc: [Name of existing client]

