

Legal Notice Format

ADVOCATE NAME

OFFICE ADDRESS

CONTACT NO:

Ref. No.(Details of the Client needs to be given)

Dated: _____

REGISTERED A.D./ SPEED POST

To,

1- _____

SUBJECT: LEGAL NOTICE UNDER SECTION ____ OF ____ ACT, ____.

Dear Sir/ Madam,

Under instruction and on behalf of our client _____ son of _____, resident of _____, I do hereby serve upon you with the following notice under section ____ of the _____ Act

1- That my client _____.

2- That since _____.

3- That on _____.

4- That my client filed a Demand Notice _____.

I therefore through this Notice call upon you _____.

A copy of this legal notice is retained in my office for further necessary action.

ADVOCATE'S SIGNATURE