

I hereby request that [lawyer/firm] provide me with a copy of my file [file number], [party] v. [party] re: [brief description of matter]. Please send the file to the following address:

I also authorize the law office of [lawyer/firm] to deliver to me the following property being held for me in trust (client should check all that apply):

- funds in trust in the amount of \$ _____
- original will
- original power of attorney document
- corporate books, seals or records
- other property or documents, specified below

(Client)

(Date)