```
[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient's Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]
Subject: Lawsuit Correspondence Regarding UFC Legal Matters
Dear [Recipient Name],
I hope this letter finds you well. I am writing to formally address
matters related to the ongoing lawsuit involving the UFC.
[Insert a brief description of the lawsuit, including the parties
involved, the nature of the claims, and any relevant details or
deadlines.1
As [my/our] attorney, [Attorney's Name], is currently handling this case,
please direct all future correspondence to them at [Attorney's Address]
or [Attorney's Email/Phone Number].
Thank you for your attention to this matter. I look forward to your
prompt response.
Sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]
```