

Forms below: Please note that the information below may be sent in an email directly, mailed or in a letter attached to an email.

Please call Monica Burkes at 850-561-5775 if you have any questions regarding the forms.

Lawyer's letterhead or contact information

Ms. Monica Burkes  
Mburkes@floridabar.org  
Lawyer Regulation Dept.  
The Florida Bar  
651 E. Jefferson St.  
Tallahassee, FL 32399

Dear Ms. Burkes:

I am writing to report that I am working with \_\_\_\_\_ (Insert name of qualifying provider in blank). This provider has informed me that they have filed an annual report with The Florida Bar. Please let me know if they have not filed the required report.

Sincerely,

(Lawyer's name and address)

Lawyer's letterhead or contact information

Ms. Monica Burkes  
Mburkes@floridabar.org  
Lawyer Regulation Dept.  
The Florida Bar  
651 E. Jefferson St.  
Tallahassee, FL 32399

Dear Ms. Burkes:

I am writing to report that I have ceased working with \_\_\_\_\_ (Insert name of qualifying provider in blank). Please note that I am no longer associated with this provider and am no longer taking referrals from this entity.

Sincerely,

(Lawyer's name and address)