
Date letter sent

Your name, printed

Your street address.

City

State

ZIP

Letter to Opposing Counsel Confirming Pro Se Status

Dear _____ :
Print name of the other party's lawyer (opposing counsel).

I am writing to let you know that I am representing myself in the following legal matter:

Briefly describe the case. Include the parties' names and the cause number if it already has one.

I am a pro se litigant, and I know that you don't represent me and that you can't give me legal advice. It is my right to represent myself: Under Texas Rule of Civil Procedure 7, "Any party to a suit may appear and prosecute or defend his rights therein, either in person or by an attorney of the court."

I also understand that through this rule, the same rules that apply to you as an attorney apply to me as a pro se litigant. So, I respectfully bring to your attention to Section Three of the [Texas Lawyer's Creed](#), which is titled "Lawyer to Lawyer" and spells out how opposing counsel should treat one another. I ask that we follow these guidelines, so that this suit will move forward as efficiently as possible.

I request the following from you:

- The best way to reach you so that we can exchange information;
- Deadlines for forms or filings that you need from me as a party to this suit; and
- Answers to the following questions (if applicable):

Thank you in advance for your prompt response.

You can call me at _____.
Write your phone number above

And you can email me at: _____.
Write your email address above.

Sincerely,

Sign above

Print name above.