

<b>FAMILY NON-FAMILY (Check one)</b>	<b>Sample Notice of Completion of Limited Scope Representation</b> <i>(File with Motion to Withdraw and Notice of Limited Appearance)</i>	<b>Case Number:</b>
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In the (check one):  City Court  District Court of \_\_\_\_\_ Parish, Louisiana

\_\_\_\_\_ v. \_\_\_\_\_  
 Plaintiff's Name Defendant's Name

1. I (lawyer's name), \_\_\_\_\_, filed a *Notice of Limited Appearance* in this case on (date): \_\_\_\_\_, and agreed to provide limited scope representation to the (check one): \_\_\_ Plaintiff \_\_\_ Defendant, whose last known contact information is listed below:

Party's Name

Email Address

Address

City

State

Zip Code

(\_\_\_\_)\_\_\_\_  
 Phone Number

2. My work under the limited scope representation agreement has been completed. I am no longer the lawyer for the (check one) \_\_\_ Plaintiff \_\_\_ Defendant

Lawyer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

3. After signing the above, you **must**:

1. Fill out the box below, then
2. Mail or deliver a copy of this form to the other party or her/his lawyer and to the client whose representation has been completed
3. File the original of this notice with the Motion to Withdraw and the Notice of Limited Appearance with the Court Clerk.

Certificate of Service – I certify that a true copy of this Notice was (check one):  
 \_\_\_ mailed \_\_\_ delivered to all counsel of record and or self-represented on  
 (date): \_\_\_\_\_.

I further certify that this Notice of Completion of Limited Scope Representation  
 was (check one): \_\_\_ mailed \_\_\_ delivered to the client whose representation  
 has been completed.

Sign here: \_\_\_\_\_