

Ed L. Laughlin  
1509 W Ave J  
Temple, TX 76504

Joshua C. Tisdale  
1216 S. 31<sup>st</sup> St  
Temple, TX 76504

August 2, 2021

Law Office of Ed L. Laughlin Clients

Dear Client,

It has been my pleasure representing you and other residents of Bell and surrounding counties for these last 35 years and more, but I have reached that point in my life that I have decided to retire and stop practicing law. Effective August 2, 2021, I will no longer be able to represent you in your case. I have sold my law firm to Joshua Tisdale of The Tisdale Law Firm, PLLC. Mr. Tisdale is an exceedingly competent attorney who has been practicing law for more than 10 years and I trust him to represent you as zealously as I would.

You have three options:

1. You may transfer your case and file to Mr. Tisdale and his team, without any additional upfront fees;
2. You may retain another lawyer to take over completion of your matter and accept transfer of your active file; or
3. You may choose to represent yourself.

Taking into consideration the complexity of your case, I urge you to allow me to transfer your case to Mr. Tisdale immediately. I have attached a fee agreement from his office that allows the initial retainer you paid to be credited towards your case with his Firm, as well as an Agreed Motion for Substitution of Counsel. If you decide to stay with him, please sign where appropriate. You may also come into the office to sign these documents in-person and meet with Mr. Tisdale or one of his associates to discuss your case for 30 minutes, free of charge.

You may select any lawyer you wish to continue in your matter. If you require assistance to locate a suitable lawyer, please feel free to contact the Texas Lawyer's Referral Information Service at (800) 252-9690.

Once your file has been transferred and any file contents that belong to you have been returned to you, The Tisdale Law Firm, PLLC will continue to store my copy of your closed file electronically. They will store it for a minimum of 5 years, but given the complexity and inherent instability, there is no guarantee how long they may have it. After that time, they may destroy my copy of the closed file. If you or your new lawyer later require a copy of my closed file during this retention period, they will provide an additional copy to you on a flash drive or other appropriate electronic medium for \$25.00.

You may reach me at the address and phone number listed on this letter until September 1, 2021. After that time, you may contact Joshua Tisdale at The Tisdale Law Firm, PLLC, regarding my practice.

I thank you for retaining me to provide legal services. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

Ed L. Laughlin and Joshua C. Tisdale