

Notice of Intent to Sue

State of California – Sample Form

IMPORTANT: This form is a **sample** California-specific Notice of Intent to Sue, designed to help you comply with state procedural requirements. Consult an attorney for legal advice regarding your particular circumstances.

Date:

To (Name of Intended Defendant):

Address:

From (Name of Plaintiff/Claimant):

Plaintiff/Claimant Address:

Subject: Notice of Intent to Sue Pursuant to California Law

Dear ,

This correspondence constitutes a **Notice of Intent to Sue** as required by applicable California statutes or procedural rules (e.g., Government Code § 910, or as otherwise applicable) and serves as formal notification that the undersigned intends to initiate legal action regarding the following matter(s):

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Factual Summary:

Provide a concise statement of the facts underlying the dispute and the nature of the alleged wrongdoing.

Relief/Demanded Action:

Describe the remedy or action you are seeking (e.g., payment of damages, specific performance, etc.).

If this matter is not resolved within days of receipt of this notice, the undersigned intends to file suit in the appropriate court.

Please contact me at the address/phone number listed above to discuss resolution prior to litigation.

Respectfully,

CC:

This sample form is for informational purposes only and does not constitute legal advice. California law may require specific wording or procedures based on the type of case. Always consult with a qualified attorney before submitting a Notice of Intent to Sue.

