**Ltr to former divorce client re: modification and enforcement actions w/discount certificates**

Dear [Client’s name],

It has been a while since we have spoken. I hope you and your family are doing well. I was pleased and privileged to have assisted you during your divorce. Thank you for trusting me to protect your rights and the rights of your children.

I want you to know that I’m here to help you with your current or future legal needs. In many family law cases, the need for legal advice and help doesn’t end with the final judgment. Child support, child custody, and alimony may need to be modified to fit changing circumstances. Child support and alimony may need to be enforced. Should you need assistance with any of these matters, I hope you will call me.

**Modifying Child Support or Alimony**

A child support order may be modified (up or down) for many reasons such as an income change; job loss; remarriage; birth of a new baby; change in the amount of time a child spends with a parent; or changes in the child’s needs for child care, medical care, or education.

Similarly alimony may be increased, decreased, or stopped when there’s a significant change in the needs or resources of the recipient or in the payer’s ability to pay.

Sometimes we can achieve a modification through negotiations and agreement with your ex-spouse; other times we need to go to court and argue your case to the judge.

Even if you agree informally with your ex to change the amount of support or alimony, you must put it in writing and get the judge’s approval. The old order remains in effect until the judge approves a new one.

**Modifying Custody**

A change in custody arrangements may similarly be justified because significant changes such as a move; new job; remarriage; change in a parent’s work schedule; or change in the children’s needs, interests, and activities as they get older. In the best situation, you and your ex will be able to agree to the change. However, sometimes, especially when a big change is sought, mediation or a return to court may be necessary.

One of the most difficult types of custody modifications is the “move-away” case in which one parent wants to move so far away that the other parent is not able to maintain frequent contact with the children. In these cases, the court will often order a custody evaluation, during which the parents and witnesses will be interviewed, and the parents will be observed with the children and subjected to psychological tests. These evaluations can be very influential. It’s important to be properly prepared to make the best impression.

**Child Support or Alimony Enforcement**

When an ex spouse refuses to pay child support or alimony, you will need the court’s help. The court has a number or remedies it can use to collect unpaid support or alimony, such as wage withholding orders, contempt of court with jail time or a fine, a money judgment, or seizure of property, for example. If your ex spouse owes you back support or alimony and has the resources to pay, I can help you collect.

**A Discount Certificate for your Modification or Enforcement Case**

If you believe you need to modify a child support, alimony, or custody order, I encourage you to contact me as soon as possible. I will evaluate your case to see if seeking a modification is appropriate. If we decide to go forward, while I cannot promise any particular result, I will do my utmost to obtain the modification you seek. I can also help you if your ex has served you with papers seeking a change in custody, support, or alimony that you do not agree with.

As a special thank you to a trusted client, I have enclosed a Legal Services Discount Certificate for you. This Certificate entitles you to a FREE \_\_\_\_-minute consultation ($$ value) *and* $\_\_\_ off my fee for assisting you with a modification or enforcement action. To redeem your Certificate, simply call my assistant, \_\_\_\_, to schedule an appointment, and bring the Certificate with you when you come to see me.

**Referral Discount Certificates for Friends and Family**

Finally, I have enclosed three Referral Discount Certificates. The Certificates are good for a FREE \_\_\_\_-minute consultation with me and $\_\_\_ off the cost of any legal services I provide. Please give the Certificates to friends or family members.

To redeem the Discount Certificates, your friends or family members simply have to call the number on the Certificates. My assistant, \_\_\_\_, will help them schedule an appointment with me. The Certificates must be used anytime before they expire on [date].

**In Closing**

Thank you, in advance, for your help in handing out the Referral Discount Certificates. Referrals from trusted clients like you are an important asset to my law practice.

Thank you again for the opportunity to represent you.

Best wishes to you and your family,

[Signature]

P.S. Be sure to put your name on the Referral Discount Certificates before you hand them out, so I will know who to thank for the referrals.

[Side 1]

**Legal Services Certificate**

**Post-Divorce Modification or Enforcement**

**For my valued client**

**[Attorney]**

**[Address]**

**[Phone, email]**

This Certificate entitles you to a **FREE \_\_\_\_\_ MINUTE CONSULTATION** to discuss modification of custody, child support, or alimony, or enforcement of child support or alimony. Should you retain me to assist you with your modification or enforcement case, this Certificate entitles you to **$\_\_\_** **DISCOUNT** on my services.

I appreciate the trust you have shown in me and I look forward to another opportunity to earn your trust in the future.

***Expires: [date]***

[Side 2]

To get your **$\_\_\_ DISCOUNT**, just call my office (###-###-####). My assistant, \_\_\_\_\_\_, will help you schedule an appointment. Bring sure to tell \_\_\_\_\_ that you have a Legal Services Certificate and bring the Certificate with you when you come.

***Expires: [date]***

[Side 1]

**Referral Discount Certificate**

**[Attorney]**

**[Address]**

**[Phone, email]**

Congratulations! You have been referred to me by one of my valued clients.

This Certificate entitles you to a **FREE \_\_-MINUTE CONSULTATION** with me about any of the following matters:

[list matters handled]

During our consultation, I will listen to your concerns, answer your questions, and give you my assessment of your problem and my advice about what to do next.

If you decide to retain me as your lawyer, this Certificate entitles you to a **$\_\_\_** **DISCOUNT** on my legal services.

***Expires: [date]***

[Side 2]

To get your **FREE \_\_-MINUTE CONSULTATION** (a [$$$] dollar value) and your **$\_\_\_ DISCOUNT** on legal services, just call my office (###-###-####) and tell my assistant, \_\_\_\_\_, who referred you. She will help you schedule a time to meet with me. Be sure to bring this Certificate with you to the consultation.

Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Referred by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Expires: [date]***