

# Drafting Powerful Demand Letters

## *Dominate with demand letters*

Why waste the time and expense of a trial when you can win even before filing your complaint? This program provides concrete examples demonstrating how to craft an effective and powerful demand letter that will bring the other side to the table. The demand letter is typically your first piece of advocacy on behalf of the client to opposing counsel or to an insurance company—*do not waste the opportunity*. An excellent demand letter makes the other side think that they must settle quickly to avoid rolling the dice in court.

We discuss the Massachusetts requirements for Mass. Gen. L. 93A demands, effective writing techniques, powerful evidentiary support, and more.

## Agenda

- Craft a Compelling Narrative
- Demonstrate That the Law Is on Your Side
- Calculate Damages without Scaring Away the Other Side
- Discuss and Provide Sample Demand and Response Letters
- “Ask the Expert” Q&A Session

## Speakers



VINCENT N. DePALO practices civil litigation at Smith Duggan Buell & Rufo LLP in Boston, where he concentrates his practice in asbestos litigation, toxic torts, products liability, and insurance defense. He has garnered both trial and arbitration experience in the District and Superior Courts throughout Massachusetts and, prior to joining Smith Duggan, served as a staff attorney at the Middlesex Superior Court and as a judicial fellow for Associate Justice Dennis J. Curran. A graduate of Manhattan College and the University of New Hampshire School of Law, Vincent has contributed to various legal and scientific articles and is a frequent guest lecturer at Northeastern and Roger Williams Schools of Law. He is the author of, among other articles,

“Stiff Medicine: The Medicare Lien Process,” for the journal of the Massachusetts Academy of Trial Attorneys.

## Dates & Location

### LIVE WEBCAST

Thursday, May 13, 2021  
10:00 am–11:00 am

Register at [www.mcle.org](http://www.mcle.org)  
Program Number: 2210271WBC

### REBROADCAST

Friday, May 28, 2021  
12:00 noon–1:00 pm

Register at [www.mcle.org](http://www.mcle.org)  
Program Number: 2210271RBC

### REBROADCAST

Monday, June 7, 2021  
2:00 pm–3:00 pm

Register at [www.mcle.org](http://www.mcle.org)  
Program Number: 2210271RB1

### ON DEMAND WEBCAST

View after Monday, June 7, 2021

Register at [www.mcle.org](http://www.mcle.org)  
Program Number: 2210271WBA

## Tuition *(includes written materials)*

- \$145
- \$130.50 MCLE Sponsor Members
- \$108.75 New Lawyers admitted to law practice after 2018, Pending Admittees, Law Students, and Paralegals

To apply for a need-based scholarship, email [scholarships@mcle.org](mailto:scholarships@mcle.org).

## Materials

The materials for this program are available *online only* and can be downloaded via the link emailed to you upon registration.

Also, there is no need to take extensive notes. Two weeks after the live webcast, all registrants receive a link to a verbatim transcript of this program.

## CLE Credits

Earn up to 1 CLE credit



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For course agendas, hours, fees, and discounts, please refer to the respective seminar pages. The fee includes program instruction and all electronic written materials unless otherwise noted.

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Upon registration, MCLE will e-mail a confirmation.

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  - 6-10 .... 250
  - 11-25... 500
  - 26-75... 1,000
  - 76-150 ... \$ 2,500
  - 151-250 .. 3,500
  - 251+ ..... 4,500

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