

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Recipient's Address]
[City, State, Zip Code]

Subject: Petition for Child Custody

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally petition for child custody regarding my child, [Child's Name], born on [Child's Birth Date].

Due to [briefly explain reason for petition, e.g., changes in family circumstances, welfare of the child, etc.], I believe that it is in the best interest of [Child's Name] to [explain your desired custody arrangement, e.g., primary custody, joint custody, etc.].

I am committed to ensuring that [Child's Name] has a stable and nurturing environment and wish to address this matter amicably for the sake of our child's well-being.

Please let me know a suitable time for us to discuss this matter further.

Thank you for your attention to this important issue.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]