

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

[Recipient Name]
[Recipient's Title]
[Name of Court]

[Address of Court]
[City, State, ZIP Code]

Re: Appeal of Ex Parte Order - [Case Name/Number]

Dear [Recipient Name],

I. Introduction

- A. Identify yourself and your relation to the case
- B. Briefly state the purpose of the letter

II. Background

- A. Provide a brief summary of the case
- B. Include details of the ex parte order in question

III. Grounds for Appeal

- A. State the specific reasons for the appeal
- B. Cite relevant laws or rules that support your argument

IV. Request for Relief

- A. Clearly state what you are requesting from the court
- B. Mention any supporting documents you are including

V. Conclusion

- A. Summarize your main points
- B. Thank the recipient for their consideration

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]