

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

[Recipient's Name]
[Title]

[Court Name]
[Court Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Appeal of Sentence for [Defendant's Name]

I hope this letter finds you well. I am writing to formally appeal the sentence handed down to [Defendant's Name] in case number [Case Number] on [Sentencing Date].

I respectfully request that the court reconsider the terms of the sentence based on the following points:

1. **[Point 1: e.g., Mitigating circumstances]**
2. **[Point 2: e.g., Lack of prior criminal history]**
3. **[Point 3: e.g., Character references and contributions to the community]**

Given these considerations, I believe a reconsideration of the sentence is warranted. The consequences of the current sentence have had significant impacts on not only [Defendant's Name] but also [mention any relevant impact on family or community].

I appreciate your time and attention to this matter. Please feel free to contact me at [Your Phone Number or Email] should you require any further information.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Relationship to Defendant, if applicable]