

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

[Recipient's Name]
[Title/Position]
[Agency/Court Name]
[Address]

[City, State, ZIP Code]

Subject: Request for Judicial Review

Dear [Recipient's Name],

I am writing to formally request a judicial review regarding [briefly describe the decision/action you wish to challenge]. This request is made in accordance with [cite relevant laws or regulations].

****Background****

Provide a detailed account of the facts and circumstances surrounding the decision/action. Include dates, involved parties, and any pertinent documentation or references that support your position.

****Legal Basis for Review****

Outline the legal grounds on which you are requesting the judicial review. Mention any statutory provisions, case law, or legal principles that apply to your case.

****Impact Statement****

Explain how the decision/action adversely affects you or your interests. Include any evidence or examples that highlight the consequences of the decision.

****Relief Sought****

Clearly state what you are seeking from the judicial review, such as reversal of the decision, clarification of policy, or other specific outcomes.

****Conclusion****

Thank you for considering my request for a judicial review. I look forward to your prompt attention to this matter. Please feel free to contact me at [your phone number] or [your email address] should you require any further information.

Sincerely,

[Your Name]

[Your Signature (if sending a printed copy)]