

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

[Recipient Name]  
[Recipient Title]  
[Agency/Organization Name]  
[Address]  
[City, State, ZIP Code]

RE: Judicial Review Request - [Case/Reference Number]

Dear [Recipient Name],

I am writing to formally request a judicial review regarding [briefly describe the decision or action you are challenging].

1. **\*\*Background\*\***

Provide a brief overview of the context and relevant facts surrounding the case.

2. **\*\*Grounds for Review\*\***

Clearly outline the specific legal grounds on which you are requesting the review. Include any relevant laws or regulations that support your case.

3. **\*\*Requests\*\***

Specify what relief you are seeking through this judicial review, such as annulment of the decision or a reconsideration of the case.

4. **\*\*Enclosures\*\***

List any documents you are including to support your request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]