

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

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

Subject: Request for Judicial Review

Dear [Recipient Name],

I am writing to formally initiate a judicial review concerning [briefly describe the decision or action being challenged, including date and relevant details].

[Provide a concise explanation of the grounds for the judicial review, including legal basis and any important facts.]

I request that the court review the [specific decision/action] because [further explanation of reasons, including any applicable laws or regulations].

Please find enclosed [list any attached documents, such as copies of the decision, supporting evidence, etc.].

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]  
[Your Title (if applicable)]