

[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]

Dear [Recipient Name],

Subject: Request for Judicial Review

I am writing to formally request a judicial review concerning [briefly describe the decision or action you wish to challenge, e.g., "the decision made on [date] regarding [subject]"].

The grounds for this request are as follows:

1. [Ground 1: Provide a concise explanation]
2. [Ground 2: Provide a concise explanation]
3. [Ground 3: Provide a concise explanation]

I believe that the decision was made in violation of [mention any relevant laws or regulations] and has adversely affected my rights/interests.

Enclosed are copies of relevant documents, including [list any documents you are including, e.g., "the decision letter, relevant correspondence, etc."].

I would appreciate your prompt attention to this matter and I look forward to your response.

Thank you for considering my request.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]