

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally confirm my acceptance of the appointment as a Justice of the Peace. I am honored to serve in this capacity and look forward to fulfilling my responsibilities with dedication and integrity.

As a Justice of the Peace, I understand the importance of upholding the law and ensuring justice within our community. I am committed to carrying out my duties impartially and fairly.

Thank you for this opportunity. Please let me know if there are any specific requirements or upcoming training sessions I should be aware of.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

Justice of the Peace