

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

[Recipient Name]
[Recipient Title/Position]
[Judicial Review Body/Agency Name]
[Agency Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Appeal for Judicial Review

I am writing to formally submit my appeal for a judicial review regarding the decision made on [date of original decision]. The case number associated with this matter is [case number].

The basis for this appeal is as follows:

1. [First reason for appeal: provide a brief explanation]
2. [Second reason for appeal: provide a brief explanation]
3. [Additional reasons for appeal, if necessary]

I believe that the decision made was [unjust/unfair/etc.], and I request a review of the following: [specific points or decisions to be reviewed]. Attached to this letter, you will find relevant documents including [list any attached documents, if applicable], which support my claim and provide further context.

I respectfully request that the review be conducted at the earliest convenience, as this matter is of significant importance to me.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]