

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

[Judge's Name]
[Court Name]
[Court Address]
[City, State, ZIP Code]

Re: Response to [Case Name/Number]

Dear Judge [Judge's Last Name],

I am writing to respond to the [specific motion or issue] related to
[Case Name/Number].

[Briefly state your position on the issue and any relevant facts.]

[Include any arguments or evidence that support your position.]

[If applicable, mention any requests you have for the court.]

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]