

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

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to [explain your relationship to the detained juvenile, e.g., "express my support for my nephew, John Doe, who is currently in your facility"].

I understand that [mention any specific concerns or the purpose of your letter, e.g., "he is facing some challenges during his time there"]. I want to assure you that [share any relevant information or support you can provide, e.g., "we are committed to supporting him through this difficult period"].

If possible, I would appreciate any updates on his progress and well-being. Please let me know if there are ways I can assist or contribute positively to his situation.

Thank you for your attention and the care you provide to the youth in your facility.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]