

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

[Name of Court or Traffic Department]
[Address of Court or Traffic Department]
[City, State, ZIP Code]

Subject: Request for Reduction or Dismissal of Speeding Ticket [Ticket Number]

Dear [Judge's Name or Traffic Department],

I hope this letter finds you well. I am writing to formally address the speeding ticket I received on [date of the incident], with ticket number [Ticket Number]. I would like to respectfully request a review of the circumstances surrounding this incident and consider reducing or dismissing the penalty associated with the ticket.

[Briefly explain the situation that led to the speeding ticket, such as extenuating circumstances, emergency situations, or lack of prior offenses. Provide any relevant details that support your case.]

I understand the importance of adhering to traffic laws and genuinely regret any disruption that my actions may have caused. To demonstrate my commitment to responsible driving, I have taken [mention any traffic safety courses or similar actions you have completed since receiving the ticket].

I kindly ask for your understanding and consideration in this matter. I would greatly appreciate any leniency you could extend, as it would significantly impact my [mention any personal implications, such as financial burden, insurance rates, etc.].

Thank you for your time and attention to this matter. I look forward to your response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]