

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

[Date]
[Traffic Court/Authority Name]
[Address]
[City, State, Zip Code]

Re: Response to Speeding Ticket Notice #[Ticket Number]

Dear [Traffic Court/Authority Name],
I am writing to formally respond to the speeding ticket I received on
[Date of Ticket] for allegedly exceeding the speed limit at [Location].
My ticket number is #[Ticket Number].

After reviewing the details of the citation, I would like to present my
case regarding the circumstances surrounding this incident. [Briefly
explain your reason for disputing the ticket or any mitigating
circumstances you would like to present, such as faulty speedometer,
emergency situation, etc.]

I request that you consider my explanation and review any available
evidence. Additionally, if applicable, I would be willing to attend a
hearing to discuss this matter further.

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

Sincerely,
[Your Name]
[Your Signature (if sending a hard copy)]
[Your License Plate Number (if applicable)]