

Appeal for Certified Foreign Language Translation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally appeal the decision regarding my request for a certified translation of [specify document] from [original language] to [target language]. My request was denied on [date of denial], and I would like to provide additional information to support my appeal.

The document in question is crucial for [explain the purpose, e.g., legal proceedings, academic purposes, immigration applications]. Having a certified translation is essential to ensure accuracy and authenticity.

I have attached relevant supporting documents, including [list attachments such as original document copies, previous correspondence, or credentials of the translator]. I believe that this additional evidence will clarify my need for a certified translation.

I kindly request that you reconsider my application for the certified translation and facilitate the process. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your consideration.

Sincerely,

[Your Name]