

Letter of Explanation for Missed Court Appearance

Date: [Insert Date]

To: [Judge's Name]

Court: [Court's Name]

Case Number: [Case Number]

Dear Honorable [Judge's Last Name],

I am writing to respectfully explain my absence from court on [date of missed appearance]. Unfortunately, I was faced with a family emergency that required my immediate attention and made it impossible for me to attend.

I understand the importance of attending scheduled court dates and assure you that my absence was not intentional. [Briefly describe the nature of the emergency, if appropriate, e.g., "I was required to assist my sick relative who was hospitalized."]

I kindly request that you consider my situation and allow me to reschedule my court appearance. I am committed to resolving this matter and will ensure that I adhere to any future court dates.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]