

Letter of Explanation for Missed Court Appearance

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 explain my absence from the court hearing scheduled on [Insert Date of Hearing] regarding [Case Name or Number]. I sincerely apologize for any inconvenience this may have caused.

The reason for my absence was due to conflicts with my legal representation, which prevented me from attending the hearing. [Briefly explain the nature of the conflict, e.g., my attorney was unavailable due to an unforeseen circumstance, etc.].

I understand the importance of appearing in court and take this matter seriously. I am committed to resolving this issue and am currently in communication with my legal counsel to ensure my presence at any future proceedings.

Thank you for your understanding. I respectfully request that my circumstances be taken into consideration, and I am eager to cooperate fully moving forward.

Sincerely,

[Your Name]