

Inter-County Jurisdiction Transfer Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title/Position]

[Department/Agency Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a transfer of jurisdiction from [Current County] to [New County] regarding [brief description of the case or matter]. This request is based on [reason for the transfer, e.g., relocation, change in residency, etc.].

Details of the case are as follows:

- Case Number: [Insert Case Number]
- Current County: [Insert Current County]
- New County: [Insert New County]
- Reason for Transfer: [Insert Reason]

I believe that transferring the jurisdiction to [New County] will facilitate better handling of the case due to [explain briefly why the change is beneficial].

Please find attached any required documentation to support my request. I appreciate your consideration of this matter and look forward to your prompt response.

Thank you for your attention to this request.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]