Formal Appeal for Traffic Citation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Citation Number]

[Address of the Traffic Court or Relevant Authority]

Dear [Traffic Court or Relevant Authority],

I am writing to formally appeal the traffic citation I received on [Insert Date of Citation] for [Describe Violation]. The citation number is [Insert Citation Number]. I believe that the citation was issued in error due to [Briefly explain your reason for appeal, e.g., incorrect information, misunderstanding, etc.].

I appreciate your consideration of this matter and request that you review the evidence as it pertains to my case. I have attached [mention any supporting documents, such as photographs, witness statements, etc.] to support my appeal.

Thank you for your time and attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]