

COVER LETTER FOR CLERK TEMPLATE

Date

Clerk, Juvenile Division  
\_\_\_\_\_ County Superior Court  
Address City, State/Province Postal Code

Dear Juvenile Clerk,

Enclosed please find the original and requisite copies of JV form/s #\_\_\_\_\_. Please file the original and return a file-stamped copy to me in the enclosed stamped, addressed envelope.

Sincerely,

Your Name Here  
Your Address