

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]  
American Kennel Club  
[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally apply for [specific AKC application, e.g., breed registration, title] for my dog, [Dog's Name], a [Breed] born on [Date of Birth]. Attached to this letter are the required documents, including [list any relevant documents, e.g., proof of ownership, pedigree].

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]