

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

Dear [Recipient Name],

I hope this letter finds you well. I am writing to request membership to the [Aquatic Center Name]. As an individual who is passionate about aquatic activities and fitness, I am eager to take advantage of the facilities and programs offered at your center.

I would appreciate any information regarding the membership options available, including pricing, benefits, and any upcoming promotions. Furthermore, I would like to inquire about the process for applying for membership and any required documentation.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,
[Your Name]