

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the membership options available at [Aquatic Center Name]. I am interested in learning more about the different types of memberships you offer, including any associated benefits and pricing.

Additionally, could you please provide information regarding the following:

- Any current promotions or discounts
- Membership duration options (monthly, annual, etc.)
- Access to facilities and classes included with the membership
- Any family or group membership plans

I appreciate your assistance and look forward to your prompt response.

Thank you,

Sincerely,

[Your Name]