

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Organization/Committee Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my intent to participate in the upcoming election for [specific position or office] scheduled for [election date]. As a committed member of [community/organization name], I believe I possess the experience and vision necessary to represent our interests effectively. My background in [briefly describe relevant experience or qualifications] has equipped me with the skills to contribute positively to [specific goals or initiatives].

I am passionate about [mention key issues or priorities related to the position] and am eager to work collaboratively with fellow members to achieve meaningful progress.

I appreciate your consideration of my candidacy and look forward to the opportunity to contribute to our community's future.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]