

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

Dear [Adoption Agency Name or Contact Person],
I hope this letter finds you well. I am writing to express my interest in adopting a dog from your organization. I have always had a passion for animals, and I believe that providing a loving home for a dog in need is a wonderful opportunity.

I would like to inquire about the adoption process, any specific requirements, and available dogs that would be a good fit for my lifestyle. I am prepared to meet all obligations necessary to ensure a safe and nurturing environment for my new pet.

Thank you for considering my application. I look forward to your response and hope to meet some of the dogs available for adoption soon.

Sincerely,
[Your Name]