

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

[Date]
[Recipient's Name]
[School/Institute Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request detailed information about the Iyengar Yoga courses offered at your institution. I am particularly interested in understanding the course structure, duration, fees, and any prerequisites that may be required.

Additionally, I would appreciate any information regarding the instructors, class schedules, and whether there are any upcoming sessions starting soon.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,
[Your Name]