

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

[Date]  
[Recipient's Name]  
[Title]

[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent to apply for the Junior Chamber International (JCI) membership. I believe that becoming part of this esteemed organization aligns with my personal and professional goals of making a positive impact in my community while developing my leadership skills.

As an individual passionate about [briefly explain your interests related to JCI, e.g., community service, leadership, personal development], I am eager to contribute to JCI projects and initiatives that promote [mention specific JCI values or missions]. I have been actively involved in [mention relevant experiences, e.g., community service projects, leadership roles, etc.], which I believe have prepared me well for this opportunity.

I am particularly interested in [mention any specific areas or programs JCI offers that resonate with you], and I look forward to collaborating with diverse individuals who are equally committed to growth and community service.

Thank you for considering my application. I am excited about the possibility of being part of JCI and contributing to its mission.

Sincerely,  
[Your Name]