[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Date] [Recipient's Name] [Church Name] [Church Address] [City, State, Zip Code] Dear [Recipient's Name], I hope this letter finds you well. I am writing to express my desire to be baptized at [Church Name]. After much prayer and reflection, I believe that this step is important in my walk of faith and my commitment to Jesus Christ. As it is written in Matthew 28:19-20, "Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost." I wish to publicly declare my faith and follow the example set by our Lord and Savior. Please let me know the necessary steps to prepare for this sacred ordinance and any upcoming baptisms that I may participate in. Thank you for your guidance and support. In Christ's love, [Your Name] [Your Contact Information]