

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Position]  
[Team Name]  
[Team Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my intent to transfer to [Team Name] as I pursue my professional football career in the NFL. After careful consideration, I believe that joining your organization aligns perfectly with my goals and aspirations as an athlete.

Having played [insert position] for [insert previous team or college], I have developed a strong foundation in [mention skills or attributes relevant to the team]. I am eager to bring my skills, dedication, and competitive spirit to [Team Name].

I am particularly impressed by [mention any specific values, achievements, or coaching staff of the team] and I am excited about the potential to contribute to the success of the team. I am confident that my work ethic and commitment to excellence will make a positive impact on the organization and our shared goals.

Thank you for considering my intent to transfer to [Team Name]. I look forward to the opportunity to discuss my potential role further and to contribute to the legacy of excellence at [Team Name].

Sincerely,

[Your Name]  
[Your Position]