

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

[Date]

[Gym Name]

[Gym Address]

[City, State, Zip Code]

Dear [Gym Manager's Name],

I hope this message finds you well. I am writing to formally request a gym membership at [Gym Name]. I am eager to start my fitness journey and believe your facility is the perfect fit for my needs.

Please let me know the necessary steps for enrollment and any ongoing promotions that may apply. I look forward to your prompt response.

Thank you for your attention.

Sincerely,

[Your Name]