

[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 letter finds you well. I am writing to formally request a membership at [Gym Name]. I have been impressed by your facility and the variety of services offered, and I believe that joining your gym would greatly support my fitness goals.

I am particularly interested in [specific classes, personal training services, or amenities] that your gym provides. Additionally, I would like to know more about the membership options, pricing, and any ongoing promotions that may be available.

Please let me know the necessary steps to complete my membership application. I look forward to your prompt response and hope to become a part of your fitness community soon.

Thank you for your attention to this request.

Sincerely,

[Your Name]