

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

Dear [Gym Manager/Owner's Name],

I hope this letter finds you well. As my membership at [Gym Name] is approaching its expiration on [expiration date], I wanted to take a moment to express how much I appreciate the positive impact your gym has had on my fitness journey.

Over the past [duration of membership], I have enjoyed [mention specific classes, trainers, or equipment you love]. The supportive environment and friendly staff have truly motivated me to push my limits and achieve my personal goals.

With that said, I would like to renew my membership for another [duration]. I am keen on continuing my progress and participating in upcoming challenges and events.

Please let me know if there are any special offers or considerations for renewing. I am looking forward to many more workouts at [Gym Name]!

Thank you for providing such an exceptional fitness community.

Best regards,

[Your Name]  
[Membership ID if applicable]