

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Employer's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Employer's Name],

I hope this message finds you well. I am writing to express my interest in returning to [Company Name] in the [specific position or department] after my time away. I greatly appreciated my experience working with the team and the opportunities for professional growth.

During my time at [Previous Position], I gained invaluable skills and insights that I believe would benefit the company, especially in light of [mention any relevant changes or developments in the company or your career since you left].

I am excited about the possibility of contributing once again to [Company Name] and would love the opportunity to discuss how my experiences align with the company's current goals.

Thank you for considering my request. I look forward to the possibility of rejoining the team.

Warm regards,

[Your Name]