

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Manager's Name]  
[Old Age Home Name]  
[Old Age Home Address]  
[City, State, Zip Code]

Dear [Manager's Name],

I hope this letter finds you well. My name is [Your Name], and I am writing to express my interest in volunteering at [Old Age Home Name]. I have a genuine passion for supporting the elderly and believe that my skills and compassion would contribute positively to your community. I have previously volunteered in [mention any relevant experience or skills], and I am eager to assist with activities, provide companionship, and support the staff in any way possible. I am available [mention your availability], and I am committed to making a difference in the lives of the residents.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your wonderful team.

Warm regards,

[Your Name]