

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Organization/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my interest in adopting a Shih Tzu. I have always had a passion for animals, and I believe that a Shih Tzu would be a perfect addition to my family.

I have thoroughly researched the breed and understand their needs, including grooming, exercise, and socialization. My home is well-suited for a small dog, and I have plenty of time to dedicate to training and caring for a new pet.

If possible, I would like to learn more about the adoption process and any available Shih Tzus. Please let me know what steps I need to take to proceed.

Thank you for considering my application. I look forward to the opportunity to provide a loving home to a Shih Tzu in need.

Sincerely,
[Your Name]