

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

[Principal's Name]
[School's Name]
[School's Address]
[City, State, Zip Code]

Dear [Principal's Name],

I am writing to formally apply for my child, [Child's Name], to join the Junior Varsity team for the upcoming season at [School's Name]. We believe that participating in this program will greatly benefit [Child's Name], both personally and athletically.

[Child's Name] has shown a strong interest in [specific sport] and has actively participated in [mention any relevant experience or previous teams]. We are confident that being part of the Junior Varsity team will provide [him/her/them] with the opportunity to further develop skills, teamwork, and leadership qualities.

We appreciate your consideration of this application, and we are looking forward to the possibility of [Child's Name] contributing to the team. Thank you for your time.

Sincerely,

[Your Name]
[Your Signature, if sending a hard copy]
[Relationship to Child]