

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

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my interest in applying for admission to the Junior Varsity team at [School's Name]. I have been passionate about [sport/activity] for several years and believe that joining the JV team would provide me with an excellent opportunity to develop my skills further.

I have participated in [mention any relevant experience or previous teams], which has equipped me with the necessary skills and commitment to contribute positively to the team. I am eager to learn from the coaches and collaborate with my teammates to achieve our shared goals.

Thank you for considering my application. I look forward to the opportunity to discuss my potential contributions to the [School's Name] Junior Varsity team.

Sincerely,
[Your Name]