

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

Dear [Recipient Name],

I am writing to express my interest in volunteering at [Church Name]. I am passionate about serving my community and believe that my skills and experience align well with the mission of the church.

I have [briefly describe relevant experience, skills, or qualities related to volunteering, e.g., previous volunteer work, community involvement, or specific skills]. I am particularly drawn to [mention specific programs or areas of interest within the church, e.g., youth ministry, outreach programs, events planning].

I am excited about the opportunity to contribute to the church and support its efforts in [mention the church's mission or goals]. I am available [mention your availability, e.g., specific days/times], and I am eager to discuss how I can be of service to [Church Name].

Thank you for considering my application. I look forward to the possibility of working together to make a positive impact in our community.

Sincerely,  
[Your Name]