

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

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company/Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Letter of Intent for WDAC Participation

I am writing to express my intent to participate in the [Name of the Program/Project] through the WDAC. My experience and background in [Your Field/Expertise] align with the goals of this initiative, and I am eager to contribute my skills and knowledge to further its objectives.

[Briefly outline your relevant experience, education, or skills that relate to the project.]

I believe that my involvement will bring value to the WDAC and support its mission of [mention specific mission or goals of the WDAC]. I am looking forward to the opportunity to collaborate with other professionals and contribute to meaningful outcomes.

Please let me know if there are any documents or additional information you require to process my intent. Thank you for considering my application.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]
[Your Title/Position (if applicable)]