

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

Volunteer Coordinator

WFAA

[WFAA Address]  
[City, State, Zip Code]

Dear Volunteer Coordinator,

I am writing to express my interest in volunteering with WFAA. I am passionate about [specific cause or area related to WFAA] and believe that my skills in [mention relevant skills or experience] would be a valuable addition to your team.

I am particularly drawn to [specific programs or initiatives of WFAA], and I would love the opportunity to contribute my time and efforts to support your mission. I am available to volunteer on [specific days and times you are available].

Thank you for considering my application. I look forward to the opportunity to discuss how I can help WFAA in making a positive impact in our community.

Sincerely,  
[Your Name]