

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

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

Dear [Recipient's Name],

We are excited to announce that we will be hosting a Zumba Fitness class starting on [start date]. This class will take place every [day of the week] at [time] in [location].

Zumba is a fun and energetic way to stay fit, combining dance and aerobic elements to invigorate your workout. Whether you are a beginner or an experienced dancer, all fitness levels are welcome!

Please bring comfortable workout attire, water, and a positive attitude.

We encourage you to invite friends and family to join the fun!

To reserve your spot or for any questions, please contact me at [your contact information]. We look forward to seeing you there!

Best regards,

[Your Name]
[Your Title/Position]
[Organization/Company Name]