

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

Dear [Studio Manager's Name],

I hope this message finds you well. I am writing to formally request the renewal of my Zumba membership, which is set to expire on [Expiration Date].

I have thoroughly enjoyed my time participating in the classes and appreciate the community and support provided by the instructors and fellow members.

Please let me know the steps necessary to renew my membership, including any new fees or changes in terms.

Thank you for your attention to this matter. I look forward to continuing my Zumba journey with [Zumba Studio Name].

Sincerely,

[Your Name]

[Membership ID or Account Number, if applicable]