

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Title]  
[Organization Name]  
[Organization Address]  
[City, State, ZIP Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request the renewal of my membership with the Professional Bowlers Association (PBA). My current membership ID is [Your Membership ID], and I would like to ensure that my membership continues without interruption.

I have thoroughly enjoyed being a part of the PBA community and participating in various events and programs. I believe that renewing my membership will provide me with continued access to valuable resources, networking opportunities, and the latest happenings in the bowling industry.

Please let me know if there are any additional forms or fees required to complete my renewal. I would appreciate your guidance on the next steps and any deadlines I should be aware of.

Thank you for your attention to this matter. I look forward to your prompt response and to continuing my journey with the PBA.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]