

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

Dear YMCA Membership Team,

I hope this letter finds you well. I am writing to inquire about the membership options available at your YMCA branch. I am interested in understanding the different types of memberships, associated fees, and any current promotions or discounts that may be available.

Additionally, I would like to know about the facilities and programs offered for members, specifically regarding fitness classes, swimming, and any family activities.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]