

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

Dear [YMCA Membership Coordinator's Name],
I hope this message finds you well. I am writing to inquire about membership options at the [YMCA Location Name]. I am interested in learning more about the various membership plans that you offer, including family, individual, and senior memberships. Additionally, I would like to know about any ongoing promotions or discounts, as well as the facilities and programs available to members. Specifically, I am interested in [mention any specific activities or programs such as swimming, fitness classes, etc.].
Thank you for your assistance. I look forward to your prompt response, and I hope to join the [YMCA Location Name] community soon.
Sincerely,
[Your Name]