

Volunteer Librarian Request

Date: [Insert Date]

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

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

Dear [Recipient's Name],

I am writing to express my interest in volunteering as a librarian at [Library's Name]. As an avid reader and a passionate advocate for literacy, I believe that I would make a positive contribution to your team and the community you serve.

I have a background in [mention relevant experience or skills], and I am eager to lend my skills to support library programs and assist patrons in discovering valuable resources.

I would appreciate the opportunity to discuss this further and learn how I can contribute to [Library's Name]. Thank you for considering my request.

Sincerely,
[Your Name]