

# Request to Schedule Music Program Audition

April 5, 2023

[Recipient's Name]

[Recipient's Title]

[Music Program/Institution Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am writing to formally request to schedule an audition for the music program at [Music Program/Institution Name].

I am an aspiring musician with a passion for [specific music genre or instrument], and I believe that your program would provide me with the invaluable opportunity to further develop my skills and talent.

If possible, I would greatly appreciate it if we could arrange an audition at your earliest convenience. I am available on [provide specific dates and times], but I am willing to adjust to fit your schedule.

Thank you for considering my request. I look forward to the possibility of auditioning for your esteemed program.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]