

Summer Camp Registration Request

Date: [Insert Date]

To,

The Camp Coordinator,

[School Name],

[School Address],

Dear [Coordinator's Name],

I hope this message finds you well. My name is [Your Name], and I am the parent of [Child's Name], who is currently enrolled in [Grade/Class] at [School Name]. I am writing to formally request the registration of my child for the upcoming summer camp scheduled from [Start Date] to [End Date].

We believe that participating in the summer camp will provide [Child's Name] with valuable experiences and opportunities to develop new skills while making new friends. We are particularly interested in the activities offered, including [mention specific activities if applicable].

Please let us know the necessary steps to complete the registration process, as well as any deadlines we should be aware of. If there are forms or additional information needed, I would be happy to provide them at your earliest convenience.

Thank you for your attention to this request. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]