

Request for Club Affiliation

Date: [Insert Date]

[Your Name]

[Your Title or Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To [Recipient's Name],

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request consideration for affiliation with [Recipient's Organization/Club Name]. Our organization, [Your Organization Name], shares a commitment to [briefly describe shared values or mission] and believes that collaboration could greatly benefit both parties.

We have [briefly describe your organization's activities, achievements, or mission], and we believe that being affiliated with [Recipient's Organization/Club Name] will enhance our reach and impact in the community.

Please find attached our proposal for affiliation, which outlines our objectives, expected contributions, and potential benefits for both organizations. We would be grateful for the opportunity to discuss this further at your convenience.

Thank you for considering our request. We look forward to the possibility of collaborating with you and your esteemed organization.

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]