

Submission for Hall Monitor Duty

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to formally submit my interest in serving as a hall monitor for [School's Name]. I believe that my skills in communication and responsibility make me a suitable candidate for this position.

I am committed to ensuring a safe and orderly environment for all students and staff during school hours. I understand the importance of this role and am eager to contribute positively to our school community.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further.

Sincerely,

[Your Name]