

Letter of Appeal for Afterschool Program Spots

Date: [Insert Date]

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

[Recipient Name]
[Title/Position]
[Afterschool Program Name]
[Program Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally appeal for the inclusion of my child, [Child's Name], in your esteemed afterschool program for the upcoming term. We were disappointed to learn that we did not secure a spot during the initial registration process.

[Explain your reasons for the appeal, such as the benefits of the program for your child, any hardships faced, or why your child would be a valuable addition to the program. Be concise and sincere. You may include any relevant achievements or interests of your child.]

I understand the challenges and the limited spots available, but I genuinely believe that [Child's Name] would thrive and greatly benefit from your program's unique offerings. We are committed to supporting and engaging with your program and ensuring a positive contribution to the community.

Thank you very much for considering our appeal. I would be grateful for the opportunity to discuss this further and explore any possibilities for [Child's Name] to join the program. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]