

# Dance Instructor Authorization Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally request authorization to conduct dance instruction classes for [Specify Duration or Event]. As a [Your Qualifications/Experience], I am eager to share my passion for dance and contribute to the growth of our community's appreciation for the art form.

The classes would take place at [Location] on [Days and Times]. I plan to cover various styles, including [Brief Description of Dance Styles]. Safety and educational value will be my top priorities.

I am looking forward to your favorable response to this request. Thank you for considering my application. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information.

Sincerely,

[Your Name]

[Your Title or Position, if applicable]