

Jordan Acosta

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Great City Humane Society
890 Main Street
Great City, CA 12345

To: Sidney Garcia, Director

Dear Sidney Garcia,

My name is Jordan, and I am a seventh-grade student at Great City Middle School. I am writing to apply as a volunteer this summer at Great City Humane Society.

I have lots of experience with animals. I have two dogs, two cats, and three fish of my own. I also pet sit and walk dogs for several of my neighbors. I want to go to college to be a veterinarian and I think being a volunteer at Great City Humane Society will help me learn more about animals and what it is like to be a veterinarian. Even though I am a middle school student and cannot drive, I live close enough that I can walk to the Humane Society building. Therefore, I can volunteer as often as needed.

I am excited about volunteering at Great City Humane Society and I look forward to hearing from you soon.

Sincerely,

Jordan Acosta

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