

Sample Youth
123 Point Rd
Green Lake, WI 54941
920-456-7890

December 3, 2006

4-H Leaders Association
UW-Extension Office
PO Box 3188
Green Lake, WI 54941

Dear 4-H Leaders Board,

My unique mix of previous 4-H experience and my status as an active 4-H member, make me an ideal candidate for an Older Youth Award.

My experience as a club leader, team player, and my fair project work, combined with my community service work, have convinced me that I am very deserving of these prestigious awards.

More importantly, an Older Youth Award would be mutually beneficial. Not only would I gain an outstanding award or trip, but 4-H would gain a youth who would promote the award and 4-H. I know that the combination of my 4-H experience, leadership, and motivation to excel make me an asset to Green Lake 4-H.

Please consider my request to meet and further discuss my qualifications for these awards. Should you have any questions before that time, you may reach me via phone (920-456-7890)).

Thank you for your time and consideration.

Sincerely,

Sample Youth