

**[Your Name/Business Owner Name]**

[Your Business Name]

[Street Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Membership Director Name, if known]

[Local Chamber of Commerce Name]

[Chamber Street Address]

[City, State, Zip Code]

**RE: MEMBERSHIP APPLICATION FOR [YOUR BUSINESS NAME]**

Dear [Membership Director Name or "Board of Directors"],

Please accept this letter and the enclosed application as a formal request for [Your Business Name] to join the [Local Chamber of Commerce Name]. As a local business operating in [Neighborhood/City], we are eager to contribute to the economic vitality and professional community of this region.

[Your Business Name] specializes in [Briefly describe core service or product]. Since our founding in [Year], we have remained committed to [State a brief mission or value, e.g., excellence in service / sustainable growth / local sourcing]. We believe our values align closely with the Chamber's mission to advocate for local commerce and foster professional development.

By joining the Chamber, we hope to collaborate with fellow business leaders, participate in upcoming community initiatives, and support the continued growth of our local marketplace. We are particularly interested in [Mention a specific chamber program, e.g., the networking mixers / small business advocacy / local tourism board].

Thank you for your time and for the work you do to support our business community. We look forward to the possibility of becoming an active member of the [Local Chamber of Commerce Name].

Sincerely,

[Signature]

**[Printed Name]**

[Title/Position]