

56D, Ring Road ITO
New Delhi

1 July 20XX

The Director
National Institute of Choreography
Sector 16, Noida 102 XXX

Dear Sir

Subject: Inquiry regarding course in
choreography.

Refer to your advertisement regarding
the courses in choreography offered by
your reputable institute. I want
to state that I am currently in X class
and preparing for my final exam. I
am very much interested in dancing and
want to take it as a career. I am also
given to understand that this institute

is by far the best so far as choreography
is concerned and I would very much like
to be part of it. Kindly send me the
prospectus and the application form.
I would be highly grateful if you
could provide me the following
information :

Yours Truly
Brajraj Kumar
Brajraj
07/09/2021