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Coach _____
Head Baseball Coach
Department of Athletics
_____ University
Street Address
City, State, Zip

Dear Coach _____,

My name is Chris Simpson and I am a junior starting centerfielder, and team captain of the Parkview High School baseball team in St. Louis, Missouri. I am writing you to request information about your baseball program as I am very interested in the possibility of attending your university and being a member of the your baseball team. My high school baseball coach and my summer league team coach both feel I have the ability to play at the college level, and I feel the same way. I am committed to pursuing an athletic career in college.

I am attaching my resume which I hope will give you a good idea of my athletic and academic credentials. As you will see I have been recognized for my baseball achievements throughout my high school career. These include being awarded the school's: Jacob B. Davis Award for team leadership, spirit and enthusiasm; Offensive Player of the Year where I had a .402 batting average with 34 RBIs in 22 games last year; and First-Team All Conference Outfielder. I am also very proud of my academic accomplishments. I have a 3.5 GPA (on a 4.0 scale) and I have been named to my school's Honor Roll throughout my high school career.

Thank you for your time and consideration. I look forward to hearing from you and receiving information about your school and baseball program.

Sincerely,

Christopher (Chris) L. Simpson