Date:

Dear father,

I hope you all are fine at home.  I am well as well, and a bit relaxed in this term, as the pressure of studies right now is less compared to the last term.

I am thinking to join the karate class, that is being offered in our school. I always wanted to learn karate, but the stress of studies never gave me enough time. I have consulted the karate instructor, and he said I can learn the basics in three months, and after that, only one hour per day would be enough for the practice. I can easily manage one hour, even with my studies. In addition, it would prove to be a good physical activity for me. The charges per month are $30, and the registration fee is $20. Also, I will need to buy the karate uniform, which will cost $15.

Kindly, permit me to join this class, and send me the funds to pay for it. I assure you that it will not affect my academics in any way. I want to start from 1st September 20XX.

Thank you.

Your daughter,

Sarah.