

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Title]  
[Organization's Name]  
[Organization's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to propose a series of Jeopardy-style questions tailored for [specific topic or audience]. Given the popularity of trivia games and their educational value, I believe these questions could engage participants while enhancing their knowledge.

The proposed questions will range in difficulty and cover various aspects of [subject matter], ensuring that all participants find the challenge enjoyable and informative. I am committed to providing content that is not only accurate but also entertaining.

Please let me know if you would be interested in discussing this idea further. I look forward to the possibility of collaborating on this innovative project.

Thank you for your time and consideration.

Sincerely,  
[Your Name]