

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
J.K. Rowling
[Publisher/Office Address if known]
[City, State, Zip Code]
Dear Ms. Rowling,
[Opening paragraph: Introduce yourself and state the purpose of your letter.]
[Body paragraph: Share your thoughts, feelings, or questions about her work.]
[Closing paragraph: Thank her for her contributions and express any final thoughts.]
Sincerely,
[Your Name]
[Optional: Your Contact Number]