

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

[Recipient's Name]  
[Recipient's Title]

KBTX

[Station Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose a collaboration between [Your Organization/Company Name] and KBTX for [specific project or initiative]. Our goal is to [briefly describe the purpose and objectives of the collaboration].

[Detailed paragraph about the significance of the project, including potential benefits for KBTX and how it aligns with their mission.] We believe that by partnering with KBTX, we can [describe expected outcomes and how it will enhance KBTX's programming or community outreach].

I would love the opportunity to discuss this proposal further and explore how we can work together. Please feel free to contact me at [your phone number] or [your email address].

Thank you for considering this proposal. I look forward to your response.

Sincerely,

[Your Name]  
[Your Title]  
[Your Organization/Company Name]  
[Your Organization Website (if applicable)]