

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Contest Organizer's Name]
[Organization/Company Name]
[Address]
[City, State, ZIP Code]

Dear [Contest Organizer's Name],

I am writing to formally submit my entry for the [Name of the Contest] as per the guidelines provided on [date/source of contest information].

I have attached the required materials, including [list any required documents or entries, e.g., artwork, essays, etc.], as well as the completed entry form.

Thank you for considering my submission. I look forward to the opportunity to participate in this exciting contest.

Sincerely,
[Your Name]