

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

KTLA

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

Dear [Recipient Name],

I hope this message finds you well. I am writing to request advertising opportunities with KTLA for our upcoming campaign, which focuses on [briefly describe the purpose of the campaign].

We believe that partnering with KTLA will allow us to reach a diverse audience that aligns with our target demographic of [describe target audience]. Our campaign is set to launch on [start date] and run through [end date].

We would like to explore various advertising options available, including [mention any specific formats, such as commercial spots, digital advertisements, etc.]. Additionally, we are interested in any promotional packages or sponsorship opportunities you may have.

Please let us know the next steps to move forward with this request and any details regarding pricing, availability, and submission deadlines.

Thank you for your time, and I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title]
[Your Company]