

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Position]
JYP Entertainment
[Company Address]
[City, State, Zip Code]
Dear [Recipient's Name],
I hope this message finds you well.
[Brief introduction about the purpose of your letter - e.g., inquiry,
proposal, feedback, etc.]
[Main content - clearly state your points or request in a concise
manner.]
Thank you for your time and consideration. I look forward to your
response.
Sincerely,
[Your Name]
[Your Position, if applicable]
[Your Company, if applicable]