```
[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
WKYT
[WKYT Address]
[City, State, Zip Code]
Dear WKYT Team,
I am writing to [state the purpose of your letter, e.g., express my
opinion, share a story, request information].
[Provide additional details or context related to your purpose. This
could include personal experiences, relevant facts, or specific questions
you have.]
Thank you for your attention to this matter. I look forward to your
response.
Sincerely,
[Your Name]
```