

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
WKYT
[Recipient's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
I hope this letter finds you well.
[Introduction: Briefly introduce yourself and your purpose for writing.]
[Body Paragraph 1: Provide details about your qualifications or
experiences that relate to the interview.]
[Body Paragraph 2: Share why you are interested in the opportunity at
WKYT and how you can contribute.]
[Conclusion: Thank the recipient for their time and consideration, and
express your hope to discuss further in an interview.]
Sincerely,
[Your Name]
[Your LinkedIn Profile or Professional Website, if applicable]