

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

[Recipient's Name]  
[WKRN News 2]  
[Station Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am [a brief introduction or background about yourself]. I am writing to introduce myself and share [the purpose of your letter, e.g., a news story, collaboration opportunity, etc.].

[Provide details about your story or proposal, including relevant information, background, and why it would be of interest to WKRN.]

Thank you for considering my proposal. I look forward to the opportunity to discuss this further.

Warm regards,

[Your Name]