

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

[Recipient's Name]
[Recipient's Title]

WLBT

[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my appreciation for the outstanding performance by the WLBT team during [specific event or time period].

Your commitment to delivering quality news and engaging content is evident, and I particularly commend your coverage of [specific story or topic]. The professionalism and dedication shown by the team have not gone unnoticed.

Thank you once again for your hard work and integrity in journalism. I look forward to seeing more impactful stories from WLBT in the future.

Sincerely,
[Your Name]