

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

WQXR Radio

[Address of WQXR]
[City, State, Zip Code]

Dear WQXR Team,

[Opening Paragraph: Introduce yourself and your purpose for writing.]

[Body Paragraph 1: Share your thoughts, feedback, or a specific request related to WQXR.]

[Body Paragraph 2: If applicable, include additional points or examples that support your main message.]

[Closing Paragraph: Thank the recipient for their time and consideration, and express any hopes for future communication or support.]

Sincerely,

[Your Name]