

[Your Name]
[Your Title]
WQXR Radio
[Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Organization]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to introduce you to WQXR Radio and to explore potential partnership opportunities that can benefit both our organizations and the communities we serve.

As New York's only classical music station, WQXR is dedicated to enriching lives through the power of music. Our programming not only highlights classical masterpieces but also promotes community engagement through various outreach initiatives.

We believe that collaborating with [Recipient Organization] can further enhance our mission of making classical music accessible to all. We are particularly interested in [briefly describe specific initiatives or programs you have in mind], and we would love to discuss how we can work together on these efforts.

I would be pleased to schedule a meeting to further discuss this collaboration and explore how we can create impactful experiences for our communities. Please feel free to contact me at [your phone number] or [your email address] to set up a convenient time for you.

Thank you for considering this opportunity. I look forward to the possibility of working together to inspire and uplift our audiences through music.

Warm regards,

[Your Name]
[Your Title]
WQXR Radio