

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

WQXR

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to propose a partnership between [Your Organization] and WQXR, with the aim of [briefly explain the purpose of the partnership].

At [Your Organization], we are committed to [describe your organization's mission and goals]. We believe that a collaboration with WQXR would enhance our efforts by [explain how the partnership will benefit both parties].

We envision [briefly outline your proposed partnership initiatives or projects]. Through this partnership, we can [mention the expected outcomes and impact].

We would love the opportunity to discuss this proposal further and explore how we can align our objectives to create a successful collaboration. Please let us know a convenient time for you to meet or have a conversation.

Thank you for considering this opportunity. We look forward to the possibility of working together.

Best regards,

[Your Name]  
[Your Title]  
[Your Organization]