

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

WQAD Weather Team

WQAD Television

[Station Address]
[City, State, Zip Code]

Dear WQAD Weather Team,

I hope this letter finds you well. I am writing to express my heartfelt gratitude for the outstanding weather alerts and forecasts you provide. Your timely updates have proven invaluable, especially during severe weather conditions.

The clarity and accuracy of your reports give me and my family the confidence to prepare adequately and stay safe. Your commitment to keeping the community informed is truly commendable, and we appreciate all the hard work that goes into your forecasts.

Thank you once again for your dedication to providing us with reliable weather information. It makes all the difference!

Warm regards,

[Your Name]
[Your Phone Number]