

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

KTLA

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

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am [your title] at [Your Organization]. We specialize in [briefly describe your organization's focus/mission]. I am reaching out to explore potential collaboration opportunities between KTLA and [Your Organization].

[Include a paragraph detailing the proposed collaboration, outlining the benefits and what you hope to achieve together.]

I believe that a partnership could yield exciting content that resonates with our shared audience. I would love the opportunity to discuss this further and see how we can work together.

Thank you for considering this proposal. I look forward to the possibility of collaborating with KTLA.

Best regards,

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