

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

[Recipient's Name]
[Recipient's Title]

KTLA

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

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am writing to request a testimonial regarding [specific event, experience, or service related to KTLA].

In my experience with KTLA, I have found [provide a brief description of your experience, including any specific details that highlight the positive aspects].

I believe a testimonial from me could [explain how it can benefit KTLA and/or your community].

Thank you for considering my request. I look forward to the possibility of contributing to KTLA's efforts.

Warm regards,

[Your Name]
[Your Title/Organization (if applicable)]