

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

Customer Service

KTVU Channel 2

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

Dear KTVU Customer Service,

I am writing to express my concerns regarding [specific issue] that I experienced while watching your broadcast on [specific date and time].

[Describe the issue in detail, including any relevant information such as program title, segment, or specific host/report.]

I believe that this issue deserves attention as it affects [explain the impact or importance of the issue].

I appreciate the commitment KTVU has to delivering quality news and programming and hope to see improvements in [suggest improvements or solutions].

Thank you for your time and consideration. I look forward to your response.

Sincerely,

[Your Name]