

\*\*[Your Name]\*\*  
\*\*[Your Address]\*\*  
\*\*[City, State, Zip Code]\*\*  
\*\*[Email Address]\*\*  
\*\*[Date]\*\*  
\*\*[Recipient Name]\*\*  
\*\*[Recipient Title]\*\*  
\*\*[Organization/Company Name]\*\*  
\*\*[Organization Address]\*\*  
\*\*[City, State, Zip Code]\*\*  
Dear [Recipient Name],  
I hope this message finds you well. I am writing to formally request that  
you consider [specific action regarding XQC kick letters, e.g., "kicking  
XQC from the program"].  
[Explain your reason for the request, including any relevant details or  
context.]  
I appreciate your attention to this matter and look forward to your  
response.  
Thank you for your time.  
Sincerely,  
[Your Name]  
[Your Title/Position, if applicable]  
[Your Contact Information]