

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

KXAN News

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

Dear KXAN News Team,

I am writing to provide feedback regarding [specific topic or news segment].

[Briefly describe your thoughts or experiences related to the topic. Include any specific examples or incidents that support your feedback.]

I appreciate the work you do in keeping the community informed and engaged. [Optional: Mention any specific news segments or reporters that you particularly admire or find valuable.]

Thank you for your attention to this matter, and I look forward to seeing how KXAN continues to evolve and serve our community.

Sincerely,
[Your Name]