

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

[Recipient's Name]

[WKVI Station Name]

[Station Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well! I wanted to take a moment to express my appreciation for the wonderful programming you all provide at WKVI. Your commitment to the community and the engaging content never goes unnoticed.

[Share a personal experience or favorite segment]. It's always a highlight of my day to tune in and hear what you have to say.

Thank you for all your hard work and dedication to keeping us informed and entertained. I'm looking forward to more great shows in the future!

Best wishes,

[Your Name]