

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

[Recipient's Name]
[WKVI Radio Station]
[Station Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to you as a long-time listener and supporter of WKVI.

[Insert personal story or connection to WKVI]

I appreciate the dedication and hard work of your team in bringing quality programming to our community. [Mention specific shows or segments you enjoy].

Thank you for all that you do! I look forward to continuing to support WKVI in the future.

Warm regards,

[Your Name]

[Optional: Your Position/Title if relevant]