

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

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

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am [your title/role] at [Your Organization]. We are dedicated to [briefly describe your organization's mission/purpose].

I am reaching out to explore potential collaboration opportunities between [Your Organization] and [XM Radio Station Name]. We believe that our values align, and together we can create impactful content that resonates with your audience while promoting [specific initiatives, events, or causes].

We would love to discuss [specific ideas for collaboration, such as interviews, sponsorships, or special programming]. We believe that highlighting [relevant topics or themes] could enrich your programming and engage your listeners in meaningful ways.

Please let me know if you're available for a call or meeting in the coming weeks. I look forward to the possibility of working together to create something special.

Thank you for considering this opportunity.

Best regards,

[Your Name]
[Your Title]
[Your Organization]
[Your Contact Information]