

Interview Request for Magazine Profile

Date: [Insert Date]

[Your Name]

[Your Title/Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Magazine Name]

[Magazine Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request an opportunity for a media interview with [Interviewee's Name], who is [briefly describe their significance or relevance to the magazine profile].

We believe that [Interviewee's Name]'s insights and experiences would greatly resonate with your audience, especially in regard to [specific topics or themes related to the interviewee].

The interview could take place at your convenience, either in-person or virtually, and we would appreciate any direction on preferred times or formats.

Thank you for considering this request. We look forward to the possibility of collaborating on this feature.

Warm regards,

[Your Name]

[Your Title/Position]

[Your Organization]