

Media Story Submission Authorization Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your authorization to submit a media story titled "[Insert Story Title]" for consideration in [Insert Media Outlet/Platform]. This story focuses on [Briefly Describe the Story Focus and Importance].

Details of the submission are as follows:

- **Story Title:** [Insert Story Title]
- **Author:** [Your Name]
- **Submission Date:** [Insert Date]
- **Target Media Outlet:** [Insert Media Outlet/Platform]

I believe this story will resonate with [Target Audience/Community] and contribute positively to [Relevant Topic/Theme]. I fully understand the importance of obtaining your consent prior to submission, and I assure you that your insights and feedback are invaluable to me.

Thank you for considering my request. I look forward to your favorable response.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Phone Number]

[Your Email Address]