

Media Inquiry for Feature Article Proposal

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Title]
[Media Outlet Name]
[Media Outlet Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Position] at [Your Organization]. We specialize in [Brief Description of Your Organization's Focus].

I am reaching out to propose a feature article that explores [Brief Description of the Topic]. This subject is particularly relevant because [Explain the Importance and Relevance]. I believe that your audience at [Media Outlet Name] would find it engaging and informative.

The proposed article will cover the following key points:

1. [Key Point One]
2. [Key Point Two]
3. [Key Point Three]

I would be delighted to discuss this proposal further and explore the possibility of collaborating on this feature. Please let me know if you are interested, and we can arrange a convenient time to connect.

Thank you for considering this opportunity. I look forward to your response.

Warm regards,

[Your Name]
[Your Title]
[Your Organization]
[Your Phone Number]
[Your Email Address]