

# Pitch Letter - Template

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Date

Publication  
Reporters Name  
Address  
City, State, Zip

Dear

Here is an idea for an article you may want to consider for <Name of Media Source (e.g. The Boston Globe).

Opening paragraph goes here. Begin with a **compelling anecdote** or **fact** to grab the reporter's attention. Remember - reporters write about "**problems**", so describe a problem here.

Your organization's **solution** to problem goes here.

Your follow-up information goes here.

Thank you for your consideration.

Sincerely,

Writer's Signature if this is a paper copy  
Name of Writer  
Writer's Title (optional)  
Writer's Organization (optional)