

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Date

Name
Company
Address
City, State Zip Code

Re: Cable Television Consumer Protection
and Competition Act of 1992

Dear Name:

Enclosed is a copy of the letter I have sent to Mayor Name. I believe the letter is self explanatory. Name has done considerable study of the new act and the rules and regulations implemented by the FCC. We believe we can assist you and your City in taking the steps necessary to regulate the cable TV rates and service in Name.

We would welcome the opportunity to meet with you and the Mayor at your convenience. As time is of the essence if Name is to take full advantage of the provisions of the Act, please call and discuss this matter. We will be happy to come to Name within the next few days if you desire.

Sincerely,

Name

/

Enclosure

Sample Letter Forwarding Documents

Wolfgang Guggemos

A red circular graphic with a gradient, appearing as a partial circle or a stylized arrow pointing to the right, located to the right of the name bar.

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In a world driven by information and connectivity, the ability of words has become more evident than ever. They have the capability to inspire, provoke, and ignite change. Such may be the essence of the book **Sample Letter Forwarding Documents**, a literary masterpiece that delves deep to the significance of words and their effect on our lives. Written by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we shall explore the book's key themes, examine its writing style, and analyze its overall effect on readers.

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