The Otaku Journalist guide to:

Writing a press application

Subject: Reporter interested in covering your convention

Dear [Press Liaison] at [Anime Convention],

Allow me to introduce myself. I'm [myself], a [writer/podcaster/student] at [X]. I'm very interested in covering your convention as a member of the press.

Use the next paragraph if you're an experienced reporter:

If you're interested in seeing my previous coverage, I do most of my reporting at [*blog/website/YouTube channel*] and I'd love for you to check it out.

Use the next paragraph if you're an inexperienced reporter:

I'm just getting started and I don't have a website to show you, but I've attached some writing samples. They may not all be anime related, but they're some of the pieces I'm most proud of.

If you choose to accept me, I plan to spend the convention working on [reporting project of your choice]. I'd be happy to share it with you when it's published.

Please let me know if you need anything else. I hope to meet you at [*Anime Convention*]!

Best,
[Your Name Here]