

Dear Community Member,

The State Student Advisory Council of Education strongly supports civic engagement. We encourage you to contact your legislators about issues you care about; after all, they are YOUR representatives. The template below can be used as a guideline for letters to legislators.

*All our best,
Students of the State Student Advisory Council on Education*

(month) (day), (year)

To the Honorable [name]:

[Address, Line 1]

[Address, Line 2]

Dear (Senator/Representative/Governor/Lieutenant Governor) (Last name),

My name is (name) and I live in (place of residence), in your district. I am (say something about yourself—a mother, student, teacher, taxpayer, etc.) and I write to you concerning (insert subject you are going to discuss).

(State some background information about your issue and then say why you support or oppose the bill or other issue here. **Choose up to three** of the strongest points that support your position and state them **clearly.**)

(Include a **personal anecdote**. Tell this state official **why the issue is important to you** and how it affects you, your family, and/or community.)

(Tell this state official how you want him or her to vote on this issue and **ask for a response**. Be sure to include your name and address on both your letter and envelope.)

Sincerely,
SIGN YOUR NAME

Print your name, Street address
City, State, Zip code