



Advocacy Template

Use these templates to speak out through a phone call, email or letter. If you're representing more than one individual or organization, remember to include names, contact information and logos for everyone. Be sure to get permission in advance. If you have questions about advocacy or using these templates, please contact us.

Written Template

Date

Dear **Name of elected official**,

I want to voice my **support/opposition** for **number/name of legislation**.

As a **your role in the community (resident, teacher, parent, business owner, etc.)**, I **support/oppose** this legislation because...

- Use 2-3 short paragraphs. Be clear and concise.
- Stick to the facts and use local data when possible.
- Make it personal. Share how this will affect you or your community.

State your position again.

If you have any questions, please contact me. Thank you for the opportunity to speak out.

Sincerely,

Your Name

Your Title, Your Organization (if applicable)

Your Contact Information

Phone Template

Hello, I am a constituent of **name of elected official** and live at **your address**. I'm calling to voice my **support/opposition** for **number/name of legislation** because of the impact this legislation will have on my community (**provide short explanation**). If you'd like to follow up, you can reach me at **your phone number**. Thank you.

