

Sample Letter to Legislators

This is a sample letter that delegates may follow in writing to and inviting their legislators to breakfast on Tuesday, February 17, 2009. Please hand write; do not just fill in the blanks.

Return Address

Date _____

The Honorable _____	or	The Honorable _____
State Senator		State Representative
Senate Office Building		House Office Building
Olympia, WA 98504		Olympia, WA 98504

Dear (Senator or Representative) _____:

We are 4-H members from _____ County in your district who plan to be in Olympia February 14th – February 17th, 2009, for the “4-H Know Your Government” Conference entitled **“KYG vs Ignorance: You be the Judge!”** Our goal is to learn more about Washington State government and the inner workings of the judicial system

We are also interested in issues currently addressed by the legislature. We would like to learn more about your views on these issues. You are invited to join us for breakfast on Tuesday, February 17th, 2009, at *Red Lion Hotel*, Olympia. A formal invitation will be mailed to you under a separate cover.

Thank you for your continued interest in the 4-H Know Your Government program. We look forward to visiting with you and sharing information about this 4-H program.

(Optional Paragraph)

If your schedule permits, we would like to make an appointment to visit your office Saturday, February 14, between ____ and _____. Please let us know what time is most convenient for you.

We can be contacted at: _____.

Please ask to speak to _____.

Sincerely,
(Signature of conference delegates)