Write to a councillor

## Instructions

* Write a letter using the template below
  + Remove any parts of the template below that are in closed brackets once you have finished using them as prompts.
  + If writing the letter through WriteToThem or email, remove the address and other personal details from the template.
  + Keep the letter focused on the issue you’re addressing, and limit it to one page.
  + Make your question or request stand out—bold it and place it on its own so it's eye-catching and easy for the councillor to find.

[Write your address]

[Write their address]

[Write the date you finish writing this letter]

Re: [Write the topic of your letter]

Dear Councillor [Write their full name]

[Ideas for what you could include in your letter

* Explain:
  + A little bit about who you are and where you live
  + Your chosen topic and why you feel it is important
  + Any key facts or information you wish to share about your chosen topic
* Invite them to:
  + Share their views on your topic
  + A local event or your education centre to discuss your chosen topic (seek adult consent if under 18)]

Thank you once again for your dedication to making our community a better place for both people and animals. I look forward to hearing from you.

Yours sincerely,

[Your name]