**SAMPLE LETTER TO YOUR SENATOR**

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| **Return Address**  **Date**  **Recipient’s Address**  **Salutation/Greeting**  **Introduce yourself: your name, address and school to identify that you are a citizen.**  **Why are you sending this letter? What concerns you? Be brief and concise. Be specific with your suggestion, idea or request.**  **Ask for a response**  **Thank your Senator for his/her time**  **Closing with your name** | Your Name  Address  City, State Zip Code  (Insert Date)  The Honorable Ed Trimmer  300 SW 10th Ave., Ste. 241S  Topeka, KS 66612  Dear Representative Trimmer:  My name is \_\_\_\_\_\_\_\_\_\_\_ and I reside at (Address) in (City, State). I am a (Freshman/Sophomore/Junior/Senior) at Southwestern College.    [Express what your purpose/concern/appreciation is.]  **Examples:**   * ***“I am deeply troubled by the numbers of homeless youth that end up being trafficked and sexually exploited. I hope that funding and legislation efforts will be directed toward this issue.”*** * ***“I wish to express our gratitude for your role in enlisting members of our communities in the fight against commercial sexual exploitation by establishing the Human Trafficking Advisory Board.”*** * ***“I would like to express my desire to see H.R. 3530, “The Justice for Victims of Trafficking Act," be raised in the Senate to ensure that additional attention be paid to the accountable provision of service, training and intervention funding for victims, in order to achieve the greatest impact and determine adequate levels of funding.”***   I appreciate your help and ask that you please send me a response letting me know what your plan of action towards this matter is or if you are able to pass a Bill that can help those affected by this issue.  Thank you for your time and considering my request.  Sincerely,  (First and last name) |