

SAMPLE LETTER FOR A LEGISLATIVE VISIT FOR ENACT 2003

April **X**, 2003

SENATOR/ASSEMBLYMEMBER FULL NAME

State Capitol, Room **XXXX**

Sacramento, CA 95814

RE: ENACT 2003: Nutrition & Activity Lobby Day on May 1, 2003—Request for Meeting

Dear **SENATOR/ASSEMBLY MEMBER LAST**:

I live in **CITY**, which is part of your district and I'm very concerned about the epidemic of overweight and obesity in California. **[Explain the most critical ramifications to you]**. I'm writing to you as a member of the **[California State PTA]** [or] **[Strategic Alliance for Healthy Food & Activity Environments, a broad-based group that believes that environmental solutions should be the cornerstone of our local, state and national response to the obesity epidemic]**.

The California State PTA and the Strategic Alliance have designated May 1 as **ENACT 2003: Nutrition & Activity Lobby Day**. More than 100 parents, community leaders and health care providers are coming to Sacramento to educate legislators about the impact of the obesity epidemic on their district and school and community policies that can be an effective response to this crisis. I respectfully request an appointment on Thursday, May 1 for a delegation of our members from your area to meet with you to discuss these issues. We would like to be on your schedule anytime that day.

I am interested in finalizing my trip to Sacramento, so I would appreciate hearing back from you at your earliest convenience. Please respond to **_____** at **_____**. If you need further information or background on the issues I'd like to discuss, I'd be happy to provide these in advance.

Thank you for your time and consideration. I'm looking forward to seeing you at the Capitol in May.

Sincerely,

Name

Organization

Address

City, CA Zip

Phone number