

## **SAMPLE LETTER THAT YOU CAN USE TO WRITE TO YOUR LEGISLATOR**

(Month) (Day) (Year)

The Honorable (First name) (Last name)  
(Room Number), State Capitol  
Sacramento, CA (Zip Code)

RE: (state the topic or include the bill number, author and subject if you are writing to support or oppose a particular legislative bill)

Dear (Assembly Member/Senator) (Last name):

My name is (your first and last name) and I am a regional center consumer (family member /service provider/advocate/community member) who resides in your district.

(State why you support or oppose the bill or other issue here. Choose up to three of the strongest points that support your position and state them clearly.)

(Include a personal story. Tell your representative why the issue is important to you and how it affects you, your family member and your community.)

(Tell your representative how you want her or him to vote on this issue and ask for a response. Be sure to include your name and address on both your letter and envelope.)

Sincerely,

**SIGN YOUR NAME**

Print your name  
Street address  
City, State, Zip code