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PA State Alliance of YMCAs

Advocacy Week 2015 – Sample Invitation Letter to Elected Officials

The Honorable John Smith
200 Main Street
Anywhere, PA 10001

Dear _____:

The Pennsylvania State Alliance of YMCAs has designated the week of August 3-7, 2015 as YMCA Advocacy Week in Pennsylvania. The purpose of this special week is to celebrate the work of the Y in local communities across the Commonwealth, including right here in Anywhere.

The Anywhere YMCA will be hosting a “*Better Together*” celebration on (***insert date and time***) at our downtown facility.

As one of our important community leaders, you are INVITED to join us on August ??? to fellowship with our members, volunteers, donors and staff; tour our dynamic facility; and enjoy lunch with your fellow elected officials from the county, municipality and school district. The local media will be invited to cover this event to share your visit with the community.

The Anywhere YMCA is proud to join with YMCAs across Pennsylvania to recognize YMCA Advocacy Week 2015. We look forward to hosting you and sharing with you the many ways our Y is impacting children and families in our community!

Please contact _____ in my office to confirm your attendance.

Thank you for your continued support of the Anywhere YMCA! I look forward to seeing you on Wednesday, August ???.

Sincerely,

Chief Executive Officer