

Sample Constituent Introduction Letter

Instructions: The text below provides a general guideline for a letter of congratulations/introduction to your representatives following their election. This letter may be altered for state representatives, governors, local officials and other office holders. This letter may be emailed, printed and mailed, or for maximum effect, consider writing it neatly by hand on nice stationery and mailing or hand-delivering it your representative's office.

If you are writing on behalf of your club, consider including a page or two that briefly outlines the good things your club does in the community.

Text:

The Honorable <name of legislator>

Address

Dear <Enter official title and last name>:

As a constituent of District <insert district number> (or On behalf of the <insert club name>, located in your district), I would like to congratulate you on your recent election <or re-election>. I appreciate your willingness to serve our <state, community> in this role.

There has been increased public attention and legislative activity across the country relating to the care and treatment of dogs. As a responsible dog owner, I am very concerned about the conditions in which some dogs live and want to ensure that those who mistreat animals are held accountable for their actions. At the same time, legislation should not negatively impact people like me who <own, show, breed, raise, train> dogs in a responsible manner.

(Personalize here – tell about yourself as a dog owner, breeder and fancier. How many years have you been involved with dogs? What breeds have you owned or shown? Do you compete in any other activities with your dog – Obedience, Rally, Agility...Have any of your dogs achieved a Championship? Won a prestigious award?)

Breeders – Provide some brief, basic steps you take when preparing to breed/whelp a litter – applicable health testing, evaluation of breeding stock, training, etc. How do you work with puppy purchasers to ensure they will be responsible owners? Do you encourage CGC or obedience training? Do you remain in contact with the new owners?)

As you encounter legislation relating to dogs, or hear about concerns regarding dogs in the state or our community, I (or our club) would welcome the opportunity to be a resource and share my expertise.

(If your club has an upcoming show, competition, field trial, or other event, consider inviting the legislator to attend. Offer them a tour, and consider inviting them to present the Best in Show award. Let them know that this is an excellent opportunity to meet other dog-owning constituents and learn what you are doing to promote responsible dog ownership in the community.)

Congratulations again on your election. I look forward to working with you to promote responsible dog ownership in our <state and/or community>.

Sincerely,

Your Name

Address

Contact information