RESPONSE TO
SEX TRAFFICKING
ADVOCACY LETTER TEMPLATE

IN ORDER TO WRITE AN EFFECTIVE ADVOCACY LETTER YOU SHOULD:
- BE SPECIFIC
- PERSUADE WITH LOGIC
- LIMIT THE LETTER TO ONE PAGE
- BE POLITE AND THANK THE RECIPIENT FOR THEIR CONSIDERATION
- CHECK SPELLING AND GRAMMAR

QUESTIONS TO CONSIDER:
• WHAT IS YOUR OBJECTIVE?
• WHAT DO YOU WANT YOUR LETTER TO ACHIEVE?
• WHAT IS THE MESSAGE YOU WANT TO CONVEY?
• WHAT RELEVANT DATA CAN YOU USE TO SUPPORT YOUR MESSAGE?
• HOW DOES THIS ISSUEIMPACT YOU ON A PERSONAL LEVEL?

SAMPLE LETTER FORMAT:

Date

Title of Recipient
Address of Recipient

Re: Topic

Dear [Recipient’s title and name],

Paragraph 1: Explains the problem and provides detail/evidence of the situation. Paragraph 2: Proposes a solution and identifies exactly what you want to have happen. Paragraph 3: Ends the letter respectfully, thanking the reader for his/her time and encouraging him/her to take care of the problem.

Closing,
Your Signature(s)
Your typed name(s)