Logo, company name

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**Sample Legislator Invitation Email**

*Template Tips: Make changes to this email template specific to your event and facility by updating the content identified by* ***[brackets]****.*

**Subject Line: Request to Visit [Facility Name] in [Town Name]**

**[Senator or Representative] [Legislator Name]**  
**[Legislator Address]**  
**[Legislator City, State and Zip Code]**

Dear: **[Senator or Representative] [Legislator Name]**:

I am contacting you as a constituent and long-term services and supports (LTSS) provider in your district to invite you to visit our nursing facility and to meet our staff and residents. We would appreciate the opportunity to show you first-hand the quality care we provide at **[Facility Name]** for our residents and discuss with you the current legislative issues affecting LTSS in Iowa.

With Iowa’s aging population, our profession is working diligently to ensure the appropriate and necessary elder care services will be available when Iowans need it. It’s important that we have an opportunity to discuss with you our concerns for the future of LTSS in Iowa—especially concerning Medicaid funding—and potential solutions to protect Iowans’ continued access to long-term care.

Please let me know what days and times work best for you to visit. We look forward to meeting with you!

Sincerely,

**[Your Name]  
[Your Facility Name]  
[Your Facility Address]  
[Your Facility City, State and Zip Code]**