Dear Senator/ Representative,

I write to urge you to focus your attention on ______ (name of bill or act) (HR___/SB__). 

This legislation would provide_______ (explain why this legislation is important).

This is incredibly important because______.

As a Senator/ Representative we need you to____ (what you are asking them to do)

As your constituent, I urge you to use your voice to __________ by co-sponsoring the __________ and opposing any legislation that would______________.

Sincerely,
______

SAMPLE:

I write to urge you to cosponsor the Refugee Protection Act (HR 5851/S 3241).

This legislation would provide critical protections for refugees and asylum seekers in the United States. It would ensure due process for refugees and asylum seekers, simplify asylum procedures, keep more refugee families together, protect refugee children, and modernize our refugee resettlement program.

The U.S. Refugee Admissions Program is a critical tool for achieving our humanitarian goals, promoting our economic interests, and enhancing our national security. Refugees selected for resettlement to the U.S. have been thoroughly vetted by our national security agencies and arrive in the U.S. wanting the same things we all want -- peace, safety, and opportunities for themselves and their children.

As a nation with a long legacy of welcoming refugees, it is critical that we have the best procedures and tools for helping the world’s most vulnerable victims of violence. Resettlement -- to the U.S. or anywhere else -- is often the last resort for refugees who may never be able to return to their home countries or have any access to a productive future in the country to which they first fled.

As your constituent, I urge you to use your voice to stand up for refugees by co-sponsoring the Refugee Protection Act and opposing any legislation that would undermine our Jewish and American values of welcoming the stranger and protecting refugees.