



717 K Street #501 • Sacramento, CA 95814 • www.hemophiliaca.org

Sample Thank You Letter – after Meeting with Your Legislator

Date

The Honorable (First and Last Name of Legislator)
(Address)

Dear Assemblywoman/Assemblyman/Senator (Last Name):

I want to take the opportunity to personally thank you for meeting with me and other members of the bleeding disorders community during the Hemophilia Council of California's Virtual Legislative Day on May 20th. I know you are very busy, and I appreciated the opportunity to meet with you to discuss issues important to the bleeding disorders community in California, including (List key points that were discussed).

Your willingness to meet with us shows your commitment and dedication to people in the bleeding disorders community in your district. (Tell a bit about your personal story here and why it is relevant to the key points you discussed at the meeting.)

If you ever need assistance or information relative to the bleeding disorders community, please feel free to contact me, or you can contact the Hemophilia Council of California by calling or emailing our Executive Director Lynne Kinst at 916-572-7771 or lkinst@hemophiliaca.org. Thank you again for your time.

Sincerely,

YOUR SIGNATURE/NAME
YOUR TITLE (if applicable)
YOUR ADDRESS
YOUR EMAIL/PHONE