LETTER OF ACKNOWLEDGEMENT

Dear \_\_\_\_\_\_,

Thank you for agreeing to join (Your Organization) activist network. We will be contacting you with alerts as problems arise to write letters or take other actions to protect the environment.

Our alerts will succinctly furnish the background, key points and the “who, what, when, where and why” about an issue where letters are critical to the outcome. (Your Organization) has established this Activist network – sometimes called a letter or a phone tree, to do a better job of ensuring the environmental voice is well represented when important issues come before local agencies, the State Legislature, or local elected bodies.

Here is an example of what we are up against:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As we discussed in our phone call, (Your Organization) needs the names of other people who might be good candidates for our network whether current (Your Organization) members or not. So please send us any suggestions for a few good people and include their phone number and address. When we call them, we will say you referred them to us, so just give us names you would be comfortable in our mentioning your name as the referrer.

We are also looking for a few people strategically geographically located with the time and inclination to assume an active role in maintaining and enlarging our network – what are sometimes called “volunteer captains” to help with organizing our campaigns.

Thanks for your help and if you have any names for our network let us know.

Name

Grassroots organizer

(Your Organization)