

Letter to the Editor

You may read something in a newspaper or magazine that causes you to have a strong reaction that can be positive or negative. **Writing a “letter to the Editor” can be a powerful advocacy tool.**

1. Find a personal angle to voice your own point of view.
2. Refer to the newspaper or magazine article that you are responding or reacting to.
3. Keep it short (usually less than 250 words) and only on one topic.
4. Find out the guidelines for submitting your letter. A notification in the publication usually will describe how to send “letters to the editor”.
5. You will be asked to include your *name, address, and phone number*. Editors will call to verify your identity and address but will print only your name and city.
6. Use high impact words like, “I strongly disagree with...” or “I was deeply disappointed by...” or “I was truly inspired by...”
7. **End with a call to action.**

Source: Adapted from the ACLU and League of Women Voters US.