



[Your Name]
[Address]
[City], [State] [Zip Code]

[Date]

The Honorable [Full Name of Senator/Congressman/Congresswoman]
[Number and Name of Office Building]
United States [Senate and/or Congress]
Washington, DC [Zip Code]

RE: Americans with Chiari malformation, syringomyelia and related disorders

The Honorable [Senator / Congressman / Congresswoman] [Full Name Here]:

1st Paragraph. State your name and city of residence. Introduce your request: more federal and private funding to be available for medical research and innovation. **(1-2 sentences)**

2nd Paragraph. Give a very brief description of your story. Let the elected official know how you and your family are affected by these disorders. Write Tight and Convey Emotion! **(3-4 sentences)**

3rd Paragraph. Reiterate your request from the first paragraph, in greater detail. You can mention that the decisions your elected officials make have a direct effect on you, your loved ones, and the American population, in general. **(2-3 sentences)** Here is an example of a concise third paragraph:

I understand that the current budgetary climate requires Members of Congress to make difficult choices. It is crucial to maintain funding levels for institutions such as the National Institutes of Health (NIH), the Food and Drug Administration (FDA) and the Centers for Disease Control and Prevention (CDC). It remains even more crucial that these institutions are then encouraged by Congress to increase funding for biomedical research into the study of neurological disorders and chronic pain.

Thank you for taking the time to consider this matter.

Sincerely,
[Handwritten Signature]