

## SAMPLE MEETING REQUEST LETTER

Date

Address

Dear Congressman (or Senator),

I am writing to request a meeting with you to discuss issues important to people with lupus. The constituents that will be in the meeting are (list names and addresses below)

#CONSTITUENTS#

**We hope you would be available to meet sometime between 1:30 pm and 4:30 pm on Tuesday, June 25<sup>th</sup>, 201X.**

We would like to take the opportunity to discuss the importance of funding for lupus research at the National Institutes of Health and to seek your support of the Patients' Access to Treatments Act (H.R. 460).

Lupus is an unpredictable and misunderstood autoimmune disease that ravages different parts of the body. It is difficult to diagnose, hard to live with, and a challenge to treat. Lupus is a cruel mystery because it is hidden from view and undefined, has a range of symptoms, hits out of nowhere, and has no known cause and no known cure. Its health effects can range from a skin rash to a heart attack. Lupus is debilitating and destructive and can be fatal.

Thank you in advance for your consideration and we look forward to meeting you. To set up a meeting please call me at xxx-xxx-xxxx. We will contact you in the next few days to see what may be possible.

Sincerely,