

Sample Cover Letter... for Governor

(you may substitute state legislator, mayor, or council member)

Date, 2011

Contact information

Address, phone, fax, e-mail, etc.

Dear Governor/Mayor Governor's/Mayor's Name:

On behalf of MyOrganization and all those who advocate for children in the state/city of MyState/MyCity, I would like to ask you to consider writing a proclamation recognizing June 12, 2011 as *Children's Day* in the state/city of MyState/MyCity.

Children's Day is a state and national celebration to pay tribute to America's children and to revive this historic day as a catalyst of hope. It should be noted, in the United States, observations of *Children's Day*, the second Sunday in June, predates both *Mother's* and *Father's Day*. Last year, the Illinois Governor Pat Quinn proclaimed the day. Also, the mayors of the Illinois cities of Batavia and Aurora issued proclamations.

Yes, children count! There are many needs for today's children... foster care, adoption, health care, protection from crime, education, spiritual/moral guidance, and most of all love by family and community. Children are a gift from their Creator and they are our future.

Here you should include some information on how *Children's Day* will be celebrated in your state/city. If no *Children's Day* celebrations have yet taken place in your state/city, explain how *Children's Day* could contribute to your state/city in the future and what (if anything) is planned for the future.

It is the belief of MyOrganization that a proclamation for *Children's Day* would bring more attention to this great day and help to promote further participation and the signing of commitment cards. By making *Children's Day* an official celebration in MyState/MyCity, you will be joining other governors/states/mayors/cities who are working towards the same effort. It is the goal of the www.nationalchildrensday.us and children advocates throughout the United States to have *Children's Day* officially declared in all fifty states and Puerto Rico and in numerous American cities for the *Children's Day* 2011 celebration.

You can also visit the website www.nationalchildrensday.us and download commitment cards for parents, individuals, and leaders.

Enclosed in this package is some additional information and a sample proclamation. If you require more information from me I would be happy to assist you.

Thank you for your time and consideration and I look forward to hearing from your office in the near future.

Sincerely,

Contact's Name