

# Sample Thank You Letter to a Member of Congress



**[State] FEDERATION  
NATIONAL ACTIVE and RETIRED FEDERAL EMPLOYEES ASSOCIATION**

[Date]

The Honorable [Insert your representative or senator's first and last names]  
[Insert the Washington DC office address]  
Washington, DC [Insert office ZIP code]

Dear [Representative [OR] Senator] [Insert your representative or senator's last name]:

Thank you for making Allison Skare of your staff available to visit with us on May 10. We appreciate the time given to us and the cordial exchange we had with her.

NARFE members from our chapters in Columbia, Hannibal and Jefferson City participated in the visit and we provided signed letters from 27 of our members from the central Missouri and Kansas City areas. These letters expressed the deep concerns of NARFE members regarding their earned benefits and the outlook for future federal employees.

We understand our country's budget and deficit problems and are already making sacrifices to assist in their resolution. However, we feel it is unfair to continually single out and scapegoat federal employees and retirees in addressing these issues.

We sincerely hope you will understand our concerns as you work to address our nation's budget and deficit problems.

Sincerely,

[Name]  
[Federation Name and Title]  
[Insert your address]  
[Insert your city, state and ZIP code]  
[Telephone]