

LETTER WRITING GUIDE

TIPS TO WRITING LETTERS TO PARLIAMENT THAT COUNT

Why write?

- your one letter counts to the cause (individual letters are more effective than a form letter)
- one letter represents 50 to 500 taxpayers who didn't bother to write
- it supports the Association's advocacy and it influences politics and policies
- it shows care and concern and it expresses opinions and core values of the writer

What to write?

- your name, address, postal code, date and refer to bill number and title
- the issue/concern you are addressing and your opinions and feelings on the issue and a question requiring an answer
- action that you want or next steps that you would like the government to take

How to write?

- in a positive, constructive, polite tone
- brief and concise, one page is enough
- be specific, choose one point only
- as an individual, no copied or form letters (your voice is your own) in your own words
- end with a clear and realistic request - this invites a response

Where and whom to write? <https://www.ola.org/en/members/current>

<Name> Queen's Park Toronto, ON M7A 1A1

Member of Parliament

Dear Mr./Ms. _____, Member of Parliament

Sincerely yours

Provincial Premier The Hon. _____ Premier of Ontario

Dear Mr./Ms. Premier

Respectfully yours

Cabinet Minister The Hon. _____ Minister of _____

Dear Mr./Ms. Minister

Sincerely yours

LETTER WRITING GUIDE



OFSEEA WRITING POINTS TO USE AS A GUIDE

We ask you help in writing your local MPP.

Essential points to consider are:

- a) The Ministry of Education write a formal directive to school boards stating that qualified FSE teach the Food Literacy components.
- b) That FSE and professional home economists are hired and are involved in every step of the curriculum writing including the development and release of the food literacy curriculum in both the elementary and secondary portions.
- c) They thoroughly examine the content of the six food courses already in the Ontario Social Science & Humanities Curriculum looking for duplication and to recognize that we already teach foods in all public high schools.
- d) That the Ministry of Education re-establishes communications and consultations with the Provincial Subject Associations.
- e) Any other points that help the cause.