



SAMPLE THANK YOU LETTER

DATE

Dear [INDIVIDUAL OR GROUP NAME]

As Mayor of [CITY], I want to thank you for making a difference in our city through national service.

Every day, AmeriCorps members and Senior Corps volunteers are helping make our city stronger, safer, and healthier. Dedicated citizens like you are tackling tough challenges – helping kids graduate, making neighborhoods safer, caring for seniors, supporting veterans and military families, preserving our environment, and much more.

I have seen your impact first-hand, and am grateful for your dedication and sacrifice.

Today, mayors across the country are recognizing the value of national service and thanking those who serve as part of the Mayors Day of Recognition for National Service. I am proud to be part of this nationwide bipartisan effort.

National service and volunteerism shows the best of the American spirit – people turning toward problems instead of away, working together to find community solutions.

Strengthening that spirit is one of my goals as Mayor. Thank you for being a shining example for others to follow.

Sincerely,

[MAYOR NAME]

Mayor of [CITY]

[Attachment: Mayoral Proclamation for National Service Recognition Day]