Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Date

Return address: Name Address Line 1 Address Line 2 City, State Zip Code

Name Company Address Line City, State Zip Code

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Re: Letter to Editor of Local Newspaper

Dear

I am writing in reference to the recent article in the {name of newspaper}. In the {date} issue of {name of newspaper}, you published an article about the possibility of a development company buying the local "useless" marshlands. I am appalled that anyone would consider the marshlands "useless." The marshlands are not useless; they are in fact a vital part of the community. The local universities use the marshlands in many of their science courses. The marshlands are home to many wonderful animals and vegetation. Taking away the marshlands would be like using euthanasia on your grandmother because she cannot do the same things that are done by your sister and is therefore "useless."

I am asking the community to please reconsider the use of the marshland.

Sincerely,

NAME