



Sample Email Invitation to Legislators

Reception Event

Email Subject Line: Will you join us?

Email Body:

Dear **[Sen./Rep. Name]**,

[Hospital Name] would like to host a reception to thank you for your unwavering support of health care issues during the 2017 Kansas legislative session. We plan to invite our staff, board, the public and representatives from the Kansas Hospital Association.

Please reply with a few dates and times that would work best for you. – OR –Would you be able to join us on **[insert date and time options]**?

We look forward to hearing from you soon.

Warmest regards,

[Name of Hospital CEO and/or Representative]

Board Meeting

Email Subject Line: Will you join us?

Email Body:

Dear **[Sen./Rep. Name]**,

[Hospital Name] would like to thank you for your unwavering support of health care issues during the 2017 Kansas legislative session. Would you be able to join us at our upcoming board meeting on **[insert date and time options]**?

We look forward to hearing from you soon.

Warmest regards,

[Name of Hospital CEO and/or Representative]