**[Letterhead or email header]**

**[Date]**

Legislative Office Building  
[300 Capitol Avenue  
Hartford, CT 06106](https://www.google.com/maps?f=q&source=s_q&hl=en&geocode=&q=300+Capitol+Avenue,+Hartford,+CT&aq=&sll=41.763444,-72.685453&sspn=0.001639,0.003109&ie=UTF8&hq=&hnear=300+Capitol+Ave,+Hartford,+Connecticut+06106&ll=41.763326,-72.68545&spn=0.006754,0.012435&z=1)

[Room Number]

Dear **[Senator/Representative] [Last Name],**

My name is **[Name]** and, as one of your constituents, I would like to take a moment and thank you for your **[voting in favor of/against bill number … your participation in … your support of …].**

Your demonstrated efforts towards the arts community means a lot to **[myself … my community … my organization]** because **[enter personal message … impact of action].**

I would appreciate seeing your continued support as a champion for the arts community. The arts are a key part of the state’s economy accounting for 57,000 jobs and $9 billion in economic activity annually. Your supportive actions will continue to make sure that the Arts and Culture sector of the state remains strong and enriches our community.

Sincerely,

**[Your Signature]**

**[Your Address]**