



## **AB 2221 TEMPLATE LETTER INSTRUCTIONS**

Please use the template letter when writing your letter of support.

**DATE.** Please insert the date you are writing your letter at the top.

**YOUR NAME.** Provide your name and specify whether you are an OT or OTA. If you are a student, you may state that you are a student and include your school as well.

**YOUR CITY.** Include the city in which you live, although it is not necessary for you to live in the district of the Committee chair in order to submit a letter.

**FIRST-HAND STORIES.** You are encouraged to personalize this letter with any first-hand stories you may have and any relevant details about how this may improve service to your clients or how you believe these changes are needed.

**DEADLINE.** The bill will most likely be heard during the week of May 21<sup>st</sup>. Please submit your letters by Monday, May 21<sup>st</sup>.

**WHERE TO SEND.**

[execdir@otaonline.org](mailto:execdir@otaonline.org)

*End*