**Sample of Petition Letter to Government**

**horizontal line**

### **Heading**

**[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]**

### **Recipient**

**[Government Office or Official’s Name]  
[Position or Title]  
[Office Address]  
[City, State, Zip Code]**

### **Body**

**Dear [Official’s Name or "To Whom It May Concern"],**

**We are writing to request your immediate attention and action concerning [specific government policy or issue]. As concerned citizens, we are troubled by [describe the issue and its implications].**

**Our community has felt the impact of this issue through [describe specific impacts], and it necessitates urgent action. We urge you to [specific actions you are petitioning for] to address these concerns effectively.**

**We appreciate the efforts made thus far but believe that more can be done. We are committed to supporting measures that lead to [describe the desired outcome].**

### **Closing**

**We trust that our concerns will be met with the urgency and seriousness they deserve.**

**Thank you for your dedication to serving our community and for your ongoing efforts to improve our quality of life. We look forward to your support on this critical matter and are eager to see positive changes that reflect our collective advocacy.**

**Sincerely,**

**[Your Signature if sending via mail]**

**[Your Name]**

**[List of Signatures]**