

## ADVOCACY

# Post Event Thank-You Email Template

## Template Email – Post Event Thank-You

Utilize the template thank-you email invitation to send to elected officials that attended your event.

Email Subject Line: Thank you for attending our event!

Dear [State Representative/State Senator/Mayor/Dr./Honorable/Councilmember Last Name]:

On behalf of all of us at [Name of Workplace], thank you for attending our Provider Appreciation Day celebration on [Insert Date]. Your presence at our event made it even more special, and we are grateful for your support. We look forward to staying in touch with you in the future.

In the meantime, check out [Input a resource about child care in your community, for example, “Child Care Aware® of America’s latest Catalyzing Growth report for more information about the current state of the child care sector.”] We hope to be a resource for your office, and please do not hesitate to contact us with any questions.

Sincerely,

Name

Title

Organization

Work Contact information

For any questions, please contact [takeaction@usa.childcareaware.org](mailto:takeaction@usa.childcareaware.org).