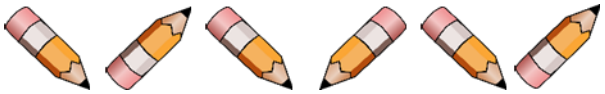
Drafting Your Letter



Make sure to include a salutation, your introduction, and the reason why you're writing. Describe how and why the issue you're writing about affects you, and what action you want your audience to take.

Write the date and the name and address of the recipient.

Salutation

The Rural Institute
Research and Training Center on Disability in Rural Communities
Room 52, Corbin Hall | Missoula, Montana 59812-0003
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Sign your name and write your address.

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