<<DATE>>

«Title» «First\_Name» «Last\_Name»

«Contact\_Person»

«Address»

«Address\_2»

«City», «State» «Zip»

Dear «Title» «Last\_Name»,

As a concerned citizen of this country, a member of the Cornelia de Lange Syndrome

(CdLS) Foundation, and a mother/father/sibling/etc. of an individual with CdLS, I would

like to request that you, along with mayors, representatives, senators, and governors from

across the United States, issue a proclamation declaring May 11, 2019 as “National CdLS

Awareness Day” in «City», «State».

CdLS is a debilitating disorder causing a range of physical, cognitive and medical

challenges. An estimated 1 in 10,000 people in the United States have CdLS. Volunteers

are joining the CdLS Foundation, a nonprofit patient service organization, to promote

May 11th as National CdLS Awareness Day. National CdLS Awareness Day has been the

second Saturday of May since 1989. These efforts improve the quality of life for people

with CdLS by increasing the awareness of this genetic disorder among the public, media,

government, and medical communities.

Write a bit about your child/relative with CdLS. It makes it personal, and more touching

for the reader.

I am enclosing a sample proclamation containing more information about CdLS and the

CdLS Foundation. If you agree to participate, I will work with the CdLS Foundation to

issue a press release to our local media and coordinate media coverage of a proclamation

presentation.

I will follow up with your office shortly to further discuss the proclamation and answer

any questions you may have. Thank you in advance for your consideration and approval

of our request. Your help will be greatly appreciated by the millions of people who suffer

with Cornelia de Lange Syndrome.

Sincerely,

Your name here

Volunteer, Cornelia de Lange Syndrome Foundation

«Address»

«Address\_2»

«City1», «State1» «Zip1»