

# **L♥ve your Library**

...and tell our Mayor

If you'd like to write Mayor Tommy Battle and tell him you love the Library, here are a few suggestions:

1. Keep it simple. It's often recommended to have no more than three paragraphs. Written letters have more weight than emails.
2. Let Mayor Battle know who you are. If you'd like a response, include your name and address.
3. Thank him for his support of the Library, financially and in spirit.
4. Give him an idea of why you like the Library. It can be a particular service or program, or a resource that has been useful or pleasing to you.
5. Encourage him to continue funding the Library, because financial support from our City is key to the Library's well-being.

The best letters are courteous, to the point, and include specific supporting examples.

Feel free to use the stationery provided. **We are happy to mail your letter for you**, or you can mail it to the address below. Please ask for an envelope at the Circulation Desk.

**Thomas M. Battle, Jr., Mayor**  
**308 Fountain Circle**  
**8th Floor**  
**Huntsville, Alabama 35801**

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Cut along this line