



Name and address of official

Date

Dear name

### Invitation to attend Living Streets XX event

I am writing to invite you to join an event organised by xxxxx Living Streets Local Group. Information on the event.

**The session will run XY time on XY date at XY address.**

Tie the event into their position. Does it relate closely to their cabinet brief? Is it in their constituency? Be clear about why you are inviting them to this event and what they might gain from attending.

### About (Local Group name) Living Streets

Living Streets is the UK charity for everyday walking. Our mission is to achieve a better walking environment and to inspire people of all generations to enjoy the benefits of walking. Our campaigning led to the UK's first zebra crossings and speed limits.

Short paragraph on your Local Group (e.g. when it was formed, what your key aims or achievements have been to date)

### Our work in X area

Details on our work in their ward or constituency. Include some details on work that your Local Group is doing and any ongoing campaigns.

### Invitation to meet

We would be thrilled to have you join us for the day, or as much of it as your diary allows. Please contact **name, email** if you are interested.

We look forward to hearing from you.

Yours sincerely,

**Name**