

Tips on Writing Your Letters to the Editor

E-mail us a copy of your letter to comments@keepUSFair.org

✓ State your opinion right away.

"I am writing because..."

✓ Keep it short and focused.

Many newspapers have strict length limits and edit letters for space. A concise, single-issue letter has a better chance of retaining its salient points and keeping the reader's interest.

✓ Make specific references.

While some newspapers will print general commentary letters, most prefer letters that respond to a specific article.

"I am writing in response to the article on prepaid..."

✓ Be factual and highlight aspects of the issue that haven't been previously addressed.

✓ Include your contact information.

Many newspapers will only publish a letter to the editor after verifying the author's contact information. When printed, the letter will usually only include your name and city.

✓ Type your letter and sign it.

✓ Send letters to smaller newspapers.

Small newspapers are more likely to print your letter and the letter can then spark local community action.

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