

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

The Honorable [Representative's Name]
[Office Address]
[City, State, Zip Code]

Dear Representative [Last Name],

I hope this letter finds you well. My name is [Your Name], and I am a resident of [Your City/County] in West Virginia. I am writing to you today to express my concerns about [specific issue or topic].

As a constituent, I believe it is crucial for our elected officials to understand the impact of [issue] on our community. [Provide a brief personal story or example related to the issue.]

I urge you to consider [specific action or policy change] to address this matter. It would greatly benefit not only our community but also the state of West Virginia as a whole.

Thank you for your attention to this important issue. I appreciate your service and look forward to your response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]