The Honorable [Legislator Name]  
[Title / District]

Building  
Address  
City/State/Zip

Dear [Representative/Senator Name],

My name is [insert name]. While I am not currently a resident of Windermere, FL, this community is important to me [optional state why: used to live in Windermere, family lives in Windermere, visit often, etc.]. I am writing to ask for your support in funding Windermere’s Wastewater Study.

The Town of Windermere recently submitted Appropriation Requests to the State of Florida for a Wastewater Study as part of their Water Master Plan. The Town of Windermere is surrounded by Florida Outstanding Water Bodies.  Over 80% of the homes, both lakefront and in the lake basins, are on septic systems.  The Town would like to study how to bring in a centralized wastewater system and how this infrastructure would improve the lakes water quality.

I ask your support in funding this study to ensure the environmental protection of Windermere. Please contact me with any additional questions you may have.

Respectfully,

[Your name]

[Your legal title]

[Your contact information]