**SAMPLE INVITATION LETTER**

<<INSERT DISTRICT OF SCHOOL LOGO>>

<<INSERT DATE>>

 The Honorable <<INSERT FIRST AND LAST NAME>>

<<INSERT WASHINGTON< DC OFFICE ADDRESS>>

Dear Senator or Representative <<ENTER LAST NAME>>,

On behalf of <<INSERT NAME OF MAGNET SCHOOL>> I am writing to invite you and your staff to visit our school on <<ENTER DATE>> at <<ENTER TIME>>.

We would be honored to welcome you to our school and provide you with an opportunity to learn about the innovative curriculum and educational experiences students receive at our magnet school. During your visit you will be able to meet with our faculty and staff and witness first-hand how our <<DESCRIBE THEME>> is challenging students and preparing them for college and career success.

*[Personalize this section and tap into what you know the member of Congress cares about. Describe a new program that you are excited about, a new partnership you have formed, or new building/facility that you have opened. For example, you could describe how your magnet school just started a new STEM or Performing Arts program that features a partnership with a local university or business.]*

Magnet schools are a popular form of public school choice. There are approximately 4,340 magnet schools in the United States serving nearly 3.5 million students. Those numbers will continue to grow as more schools are transitioning to the magnet school model. Based on innovative and theme-based curricula, magnet schools breakdown traditional school attendance boundaries by allowing families to choose programs that appeal most to their children's academic interests and talents. In fact, approximately 70 percent of magnet schools have waitlists full of parents eager to get their students into these high-performing schools.

We look forward to hosting you during your next visit to the district. Please feel free to contact me directly at <<ENTER EMAIL ADDRESS> or <<ENTER PHONE NUMBER>> with any questions you may have about our school and to schedule a time for your visit.

Sincerely,

<<ENTER NAME>>

<<ENTER TITLE>>