**Appendix 2** – Sample letters

1. **Councils who HAVE adopted the MND Charter**

Here is a sample of a typical thank you letter you might send to your councillor. Personalising the letter will make it more effective.

Dear Cllr <LAST NAME>

I am writing as a resident to thank you, and our council, for agreeing to adopt the MND Charter. By adopting the Charter, our council is demonstrating its support and commitment to the needs of people with motor neurone disease (MND) and their carers in our community.

This is important to me because <INSERT A FEW LINES ABOUT YOUR EXPERIENCE OF MND HERE, IF APPLICABLE >

I am a supporter of the MND Association and understand they are keen to encourage more councils across the country to adopt the Charter. I would be grateful if you would please show your support for the MND Charter and help promote it on your social networking pages (if applicable).

If you are on Twitter, please tweet a message of support and include the following hashtag #MND and #ChampionTheCharter and the MND Association will re-tweet you.

Here is a sample tweet you might want to use:

*I am delighted [name of council] has adopted the #MND Charter I encourage all councils to #ChampionTheCharter*

If you are on Facebook or write a blog, please post a message of support.

If you would like to work together to better understand the issues that are important to local people with MND and their carers, and ultimately work towards achieving the principles of good care set out in the MND Charter, please do not hesitate to contact the MND Association by emailing campaigns@mndassociation.org <OR INSERT YOUR OWN EMAIL ADDRESS>

Yours sincerely

<YOUR FULL NAME>

<YOUR FULL ADDRESS>

1. **Councils who HAVE NOT adopted the MND Charter**

Here is a sample of a typical letter you might send to your councillor requesting a meeting. Personalising the letter will make it more effective.

Dear <FIRST NAME> <LAST NAME>

I am writing as a resident to ask if you will meet with me to discuss how you can show support for local people living with motor neurone disease (MND) and champion the MND Charter.

MND is a fatal, rapidly progressing disease that can leave people locked in a failing body, unable to move, talk and eventually breathe. It kills around a third of people within a year of diagnosis, and more than half within two years.

Until there is a cure for MND, what matters most is that people with MND receive the right care, in the right place, at the right time to achieve the highest quality of life possible and the ability to die with dignity. The MND Charter aims to help make this happen. You can read the full MND Charter here: [www.mndassociation.org/mndcharter](http://www.mndassociation.org/mndcharter)

There is a growing list of councils across the country who are adopting the MND Charter to demonstrate their support for local people living with this terrible disease. I would welcome the opportunity to meet with you to talk about why I would like your support in encouraging our council to adopt it too.

This is important to me because <INSERT A FEW LINES ABOUT YOUR EXPERIENCE OF MND HERE, IF APPLICABLE >

I look forward to hearing from you soon

Yours sincerely

<YOUR FULL NAME>

<YOUR FULL ADDRESS AND CONTACT DETAILS>