



Sample Thank You Note

A GUIDE FOR GRASSROOTS ADVOCACY

Please print on your letterhead

[Date]

The Honorable **[full name]**
[United States Senate] -or- **[United States House of Representatives]**
[Room number, chamber]
Washington, D.C. **[zip code]**

Dear Representative **[last name]**:
-or-
Dear Senator **[last name]**:

I want to thank you for accepting my invitation to visit **[practice name]** in **[city]**. We appreciate the time you spent with us reviewing some of the issues important to our practice.

As we discussed, it is imperative that Congress pursue opportunities to relieve administrative burdens facing medical groups by (i) reducing Medicare quality reporting documentation requirements, (ii) modernizing rules designed for a fee-for-service payment system, and (iii) standardizing critical administrative processes. I hope that our discussion provided you with examples of how ballooning federal regulatory mandates impede innovation, drive up costs, and stand in the way of delivering better care for Medicare beneficiaries. Physician practices need relief from the flood of red tape and bureaucracy, and we stand ready to work with you on this initiative.

Thank you again for taking the time to visit with us. We look forward to seeing you again soon.

Sincerely,

[your contact information]