[MPs constituency address] [Village Hall address]

[Date]

**Show your support for [Name of your Village Hall]!**

Dear [[Name of your MP](https://members.parliament.uk/members/commons)],

As our sitting MP, we write to encourage your support for [name of your hall], as we participate in Village Halls Week 2024.

Having been established in [year], our hall has been the centre of [name of community], providing people with a space to meet and socialise, and a venue for various groups and businesses including [provide examples]. Without our hall, our community would be a much quieter, less vibrant and perhaps lonelier place to live.

We are planning to get involved with Village Halls Week, taking place 18 to 24 March, to celebrate the contribution we make to the local community. We are also enthused by this year’s theme of ‘go green!’.

[Insert short paragraph here about the things you are planning to do during the week, or any hopes you have for the future in terms of going green].

We would be extremely grateful if you could show your support for our community building during Village Halls Week.

[Insert short paragraph or bullets here about what specifically you would like them to do, e.g. attend your open day/ event, share social media posts, express their support for any projects you have planned].

We look forward to hearing from you.

Yours Sincerely,

[Name]

[Signature]

[Position]