

Tips for Writing a Letter to the Editor

Aim for 50 – 150 words. **Do not write more than 200 words.** You want to be punchy and to the point.

Make it local, personal, and timely.

Why does this issue matter to you? Do you have a Catholic hospital in your town? How might Catholic schools be affected by religious liberty threats? What contributions do Catholic institutions make to the local community, and how are those contributions put at risk by threats to religious freedom? **Try to respond to a recent article in the paper to which you are writing.**

Avoid long quotes, acronyms, or jargon. Ask yourself if someone who is not Catholic or who does not follow religious liberty issues would understand what you are saying.

Aim to persuade. Where can you find common ground with the people you are trying to persuade? On religious liberty issues, that **common ground** might be the issue of coercion or integrity. **Nobody wants to be forced to do things they believe are wrong.** Most people want to be able to live out their deepest beliefs with integrity.

Best Practices

- Email your letter to the editor, and put the letter in the body of the email. Do not send it as an attachment.
- Provide your contact information, including your full name, location, and profession (if your profession is relevant to the issue you are addressing).



Office of Religious Liberty

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