# Thank-you letter template

[MPP address]

[Date]

Re: Take Your MPP to Work Visit [Insert Date] at [Organization Name]

Dear [insert name MPP],

On behalf of the Registered Nurses’ Association of Ontario (RNAO), I would like to take this opportunity to thank you for participating in our ***16th Annual* *Take Your MPP to Work*™** event! Thank you for celebrating the commitment and dedication of registered nurses (RNs) and nurse practitioners (NPs) towards building strong, healthy and vibrant communities.  [You could include a sentence here about where they visited, what happened, and what they saw.]

As one of [number of] MPPs participating, from all parties and regions of Ontario, you were privy to a unique opportunity to look inside the working world of nursing and experience firsthand the breadth and depth of what RNs and NPs do. We hope this experience was positive and enlightening. We very much appreciate that you took time out of your busy schedule to meet with, listen to and learn about our profession and our essential role in the health-care system.

Thank you again for helping us to make RNAO’s ***16th Annual*** ***Take Your MPP to Work™*** an overwhelming success! We look forward to your participation again next year!

Kind regards,

[Your name, credentials and position within RNAO and within the requested organization if any]

cc          Contact person in your organization

             Your Chapter President

Your RNAO Board Member

Shelley Martel, RNAO, Home Office