# [YOUR COMPANY’S LETTERHEAD]

# [DATE]

**[Mr.] / [Ms.] [FIRST] [LAST]**

**[TITLE]**

Office of the Honorable **[FIRST] [LAST]**

[United States House of Representatives] / [United States Senate]

**[OFFICE BUILDING ADDRESS]**

Washington, D.C. [20515] / [20510]

Dear **[Mr.] / [Ms.] [LAST NAME]:**

Thank you for attending our meeting with **[Rep.] / [Sen.] [LAST NAME]** on **[DATE].**

I appreciated the opportunity to talk with you about the importance of passing the REPAIR Act (H.R. 906) and the challenges our company, and automotive aftermarket, are facing.

During the visit, **[Rep.] / [Sen.] [LAST NAME]** asked **[IF THERE ARE ANY OUTSTANDING QUESTIONS THAT NEED TO BE ANSWERED PROVIDE THEM HERE; IF THERE ARE NONE, DELETE THIS PARAGRAPH].**

We need **[Rep.] / [Sen.] [LAST NAME]**’s support. Please pass the REPAIR Act.

Thank you again for your time. We look forward to continuing to work with you. If you have any questions or if I can provide any additional information, please contact me at **[ADD EMAIL OR PHONE].**

Sincerely,

**[FIRST AND LAST NAME]**

**[TITLE]**