

# August Recess Meeting Invite Template



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## Subject: Request for In-District Meeting During August Recess

Dear **[Senator / Representative] [Last Name]** and Team,

My name is **[Your Name]**, and I am a constituent and **[family physician / family medicine resident / medical student]** in **[City, State]**. I am reaching out on behalf of the American Academy of Family Physicians (AAFP) to request an opportunity to meet with your office in district during the month of August while Congress is home for the congressional recess.

I would welcome the opportunity to discuss issues impacting family physicians, our patients, and the communities we serve. The AAFP represents more than 124,500 family physicians, residents, and medical students nationwide and advocates for policies that strengthen primary care and improve access to high-quality patient care.

My schedule is flexible throughout August, and I would be happy to work with your team to find a convenient time for a meeting. As we get closer to August, I will follow up with additional details regarding specific policy topics and scheduling preferences.

Thank you for your time and consideration, and I hope to connect with your office during the district work period.

Sincerely,

**[Your Full Name]**

**[Credentials]**

**[City, State]**

**[Email Address]**

**[Phone Number]**

**Recommendation:** Provide a few dates and times throughout the month that you're available in your initial email.