

## Starting a Council: Send an Invitation

The next step is to write a letter to each potential partner explaining the Fire Safe Council's goals and inviting them to a Fire Safe Council meeting. Here is a prototype invitation letter.

### Sample Invitation Letter

NAME  
NAME OF ORGANIZATION  
ADDRESS  
CITY, STATE, ZIP

Dear [NAME],

We are all concerned about the potentially devastating effects of wildfire on our families, our homes, businesses and neighborhoods. As we enjoy living and working in the scenic surroundings of [NAME OF COMMUNITY], we must realize that our beautiful community could be destroyed in a wildfire. To help protect ourselves from this threat and minimize our potential losses, I invite you to attend a formation meeting of the Nevada Fire Safe Council.

The purpose of the meeting is to bring together public and private organizations to discuss fire safety in our community. This community-based fire safety concept was born out of the statewide Fire Safe Council whose goal is to preserve Nevada's natural and manmade resources by mobilizing all Nevadans to make their homes, neighborhoods and communities fire safe. There are approximately 25 local councils throughout the state.

Our Fire Safe Council can be used as a forum to share information, solve problems and link related programs in ways that can save money and time. The public safety issues we discuss may even extend beyond fire safety, to earthquake preparedness, emergency medical response, etc.

The success of the council depends upon the willingness and participation of PEOPLE/ORGANIZATIONS like YOU/YOURS. Your participation is essential to protecting what you value most. Your views will be shared with local decision-makers, as well as private companies.

The Fire Safe Council meeting is scheduled for [DATE and TIME] at [LOCATION] in [CITY]. Attached is a brochure on the Council for your review, as well as an overview of some of the statewide Council's accomplishments. In addition, if you'd like to explore the Council concept further, please visit the Nevada Fire Safe Council's web site at [www.NVFSC.org](http://www.NVFSC.org).

I hope you can join us in this valuable community service. I will contact you in a few days to determine your attendance. In the meantime, if you have any questions, please don't hesitate to call me at [YOUR PHONE NUMBER]. I look forward to seeing you at the meeting.

Best regards,

YOUR NAME  
YOUR ORGANIZATION