Date

Dear [Public Representative],

My name is [Name] and my business [Name of Business] employs [X] people in your constituency.

My business is struggling to afford the recent Government mandated adjustments made to labour costs, taxation and extra administration.

I would like you to tell me what you intend to do about the current dire situation myself and thousands of other business owners across the country are facing?

Yours sincerely,

[Name]