



Example

November 7, 2008

Senator Lamar Alexander
455 Dirksen Senate Office Bldg.
Washington, DC 20510

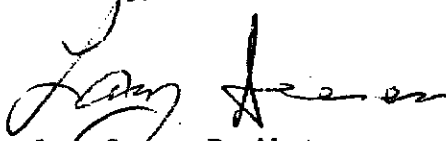
Dear Senator Alexander:

The Nashville Jazz Workshop is a nonprofit organization that trains jazz musicians and promotes appreciation of jazz in the community. In the ten years the Workshop has been in existence we have grown steadily and have been able to present to the community a wide array of jazz artists who otherwise would not have appeared here. We work closely with other organizations in the community to advance jazz in Nashville, adding significantly to Nashville's quality of life. We have been able to do this through grant support from our state and local arts agencies as well as individual and corporate donors. We are also grateful to the National Endowment for the Arts (NEA) for the leadership and support it gives to the state and community. Although we don't receive direct funding from the NEA, the endowment allows organizations such as ours to bring in artists from all over the world through its support of programs such as the Southern Arts Federation's Regional Touring Program.

We are pleased to inform you of the appearances of two jazz artists made possible through this program. We were able to bring to Nashville a jazz saxophone master, Houston Person, October 24 and 25, 2008. We are also planning to bring prominent guitarist and arranger Anthony Wilson March 27 and 28, 2009. Both of these artist series consist of two evening concerts and a Saturday morning workshop/performance for youth. The program is funded in part by a grant from the National Endowment for the Arts in partnership with the Southern Arts Federation and the Tennessee Arts Commission. Because of the grant funding, we are able to offer the concerts at a significantly reduced ticket price, with special discounts for students and seniors. The youth workshop is being offered free of charge. We would be delighted for you to attend any of these events if your schedule permits.

Our City and State lead nationally in support of the Arts, strengthening communities and improving quality of life. Support from national and regional agencies such as the NEA and the Southern Arts Federation are vital to their efforts. We appreciate your continued support for arts at the Federal level. We hope you will join us for a performance at the Jazz Workshop the next time your schedule brings you to Nashville.

Sincerely,



Larry Secman, President
Board of Directors

Example