**From:** Name
**Sent:** XXX
**To:** Scheduler, District Director

**Subject:** UNA-USA Meeting

Good afternoon,

My name is **XX**, and I am a member of the United Nations Association of the USA (UNA-USA). I am delighted to pass along a meeting request for **(Representative/Senator) (Name)**. The work of the United Nations is vital, and we would love an opportunity to explain why full UN funding is critical. Please see the attached document for more information. Let me know if you have any questions!

Sincerely,

**(First Name Last Name)**

[www.unausa.org](http://www.unausa.org)

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