



Tips for Writing Letters to the Editor

- Stick to 200 words or less; it's the rule.
- Focus on one topic only.
- Write tight. Eliminate nonessential words like "I think" or "There are".
- Respond to a topic in a previous letter or current hot news item.
- Be factual, check first. An editor may call to verify your information or source.
- Don't exaggerate or overstate. Avoid jargon or snark.
- No bolding or caps or Italics.
- Do not come off as a crank or kook! That's what the Dems are looking for!
- Do a draft in a Word document but put final form in body of email.
- Check spelling and grammar
- Let letter sit for a couple of hours before hitting Send.
- Let someone else review. If you wish.
- Put name, town, phone at bottom
- Just do it (We'll help)
- Send to letters@pressdemocrat.com