

April XX, 2020

Name

Title/company

Address

Dear **[insert name]**:

I write today to express my strong support for the Paycheck Protection Program (PPP). As you know, it has run out of money. I want to urge you to immediately provide additional funding to the program. As the **[owner/manager]** of a **[insert type of business/name of company]** in **[insert city]** I've experienced the devastating economic consequences of COVID-19.

Small businesses like mine have been forced to close their doors, which means employees have not received a paycheck. A PPP loan is the lifeline small business and their employees need.

I urge you to quickly authorize additional funding for this program. A PPP loan means my employees can put food on their tables, support their families, pay rent and bills, and stay safe. It also means I can maintain essential operations so that my business can hopefully reopen as soon as the pandemic passes.

[Insert name of company] has been in business for **[insert years in business]**. I'm afraid that without a PPP loan we may never reopen our doors.

I am urging you to put partisanship aside and immediately fund this critical program so my employees can get the support they so desperately need.

Name