

SAMPLE EMAIL TO FACULTY AND STAFF

Dear Student,

Did you know that you can vote in a primary to determine who will be on the November ballot? [YOUR OFFICE] is encouraging you to participate in our [STATE]’s [DATE] primary elections, so here’s some key information.

The first step is getting registered by [DATE]. The good news is that we are here to help make that easy! See Campus Election Engagement Project’s [Primary Voter Guides](https://campuselect.org/get-out-the-vote/primary-voting-guides/) or [Rock the Vote’s](https://www.rockthevote.org/) *How does voting work in your state?* Andget registered if you aren’t already.

Once registered, we encourage you to read local and state newspapers, research primary candidates online, and have meaningful conversations with your friends to make an informed decision with your vote on [DATE].

 On behalf of [SCHOOL], I encourage you to vote in [STATE]’s 2018 primaries. Let us know if you have any questions about registering or voting for the primaries and if you’d like for us to include you on further email reminders!

 Thank you,

 [YOUR NAME]