Dear Council Member \_\_\_\_\_\_\_,

I am writing on behalf of the Atlanta ASHRAE Chapter to request sponsorship of a Proclamation of National Engineers Week (February 16-22, 2020).

Engineering touches every aspect of our lives, from the clothes we wear, to the building where we live and work, to the vehicles we drive and the roads and bridges we drive them on. That is why, since 1951, National Engineers Week (EWeek) has been set aside to recognize the remarkable people in this profession, and to inspire young people to enter engineering fields.

February 16-22, 2020 has been selected as the next EWeek, the theme of which is “Engineers: Pioneers of Progress.” As part of that, I have enclosed a sample Proclamation that the Atlanta ASHRAE Chapter asks you to issue in commemoration of this special annual event. Additional information on EWeek is available at <http://www.discovere.org/our-programs/engineers-week>.

ASHRAE, founded in 1894 and headquartered in Atlanta, is a global society advancing human well-being through sustainable technology for the built environment. The Society and its more than 56,000 members worldwide (and 1,200 members in Georgia) focus on building systems, energy efficiency, indoor air quality, refrigeration and sustainability. Through research, standards writing, publishing, certification and continuing education, ASHRAE shapes tomorrow’s built environment today.

The Atlanta ASHRAE Chapter provides education, volunteering, and social events for engineering professionals; promotes STEM education and career exploration through Student Chapters at Georgia Piedmont Tech, Georgia Tech, Kennesaw State, and University of Georgia; and shares technical expertise for public policy related to building energy efficiency and indoor air quality.

On behalf of the Atlanta ASHRAE Chapter, I would like to thank you in advance for your consideration to issue this Proclamation celebrating the work and contributions of engineers. I am happy to answer any questions you or your staff might have about this request.

Sincerely yours,

[Your Name]

Atlanta ASHRAE Chapter Member

[Address / contact info]