



[today's date]

Dear Candidate [candidate's last name as it appears on the ballot]

The League of Women Voters of [Local League] cordially invites you to participate in a **LWV Virtual Candidate Forum** for [title of office/district #] for the [year] [type of election].

We have scheduled the forum for [forum date] via Zoom Webinar. The Candidate Forum will be from [time]. Zoom links will be issued upon receipt of the signed and dated Ground Rules/Broadcast Agreement attached.

All candidates who have filed with the Election Authority are invited. To participate, sign the attached Ground Rules document by the defined deadline.

Please **RSVP** and agree to participate by signing the Ground Rules/Broadcast Agreement document attached and submitting via e-mail at [local league email address]. Your agreement to participate in the forum requires you agree to and sign the Ground Rules/Broadcast Agreement attached to this email.

The signed Ground Rules/Broadcast Agreement document **must be received by [RSVP deadline date]**

A non-response is considered an unwillingness to participate.

The League of Women Voters is a non-partisan organization that does not endorse or oppose candidates for public office. It is our goal to allow the voters an opportunity submit questions and hear the candidates' positions on current issues facing [title of office/district #]

Additionally, candidates may be invited to complete a questionnaire in the Illinois Voter Guide. Illinois Voters use this equitable voter guide to obtain statewide and non-partisan candidate information, illinoisvoterguide.org

If you have any questions feel free to contact me by phone at [signature phone number] or email at [local league email address].

[Your Name], Voter Service Chair
League of Women Voters [Local League]
[Illinois Voter Guide](#)
[your phone number]

[Local League Logo]