

## **Write By Your Side**

### **Letters to seniors, when they need them most!**

#### **About the Project**

We write letters to residents of assisted living centers who are on lockdown and unable to receive visitors. The letters are meant to support and uplift those who are in need and at risk during this difficult time, and remind them that they are not alone.

#### **How It Works**

Anyone is welcome to write a letter to be passed on to someone in need. You will not know the name or gender of the person you are writing to, for privacy reasons. Submit your letters digitally to a central email address. They will be reviewed and assigned to a facility. When enough letters have been received, they will be emailed to the facility, which prints, addresses, and distributes them to their residents.

#### **Letter Writing Guidelines**

- Each letter should be 1-3 pages max.
- Letters can be either handwritten or typed. If typed, use at least 18-point font. (Use an easy-to-read font, such as Helvetica or Times New Roman, for those with vision issues or who must read under dim lighting.)
- Since you will not be able to address the letter with the resident's name, use a generic greeting, such as "Dear Friend," "Dear Resident," or "Hello from Salt Lake City!"
- Think of what the residents must be thinking and feeling and be positive, encouraging, and loving. Perhaps you could tell a story with positive messages and hope or share ways your family has become closer together or learned new lessons.
- Perhaps you could share details about a walk you took in nature, a book you're reading, or a movie you saw.
- If you wish, share information about yourself (job, school, hobbies) and ideas of how you are successfully coping with current events.
- While messages of faith are welcome, please keep the tone of your letter encouraging and positive, and not one of proselytizing a specific religion.
- Avoid pointed political agendas.
- You may include a few appropriate pictures or drawings on your letter, as long as they don't put you over the maximum page count.
- All ages can participate! Consider having each member of your family write a separate letter to a resident.
- Please include your first name and where you are from. However, do not include your last name or any contact information. You will not receive a reply from the recipient.
- Scan/save your letter as either a PDF document or JPG image and email it to [Letters@writebyyourside.net](mailto:Letters@writebyyourside.net) for distribution.

Do you work with an assisted-living facility that would like us to provide letters for your residents? If so, either [CLICK HERE](#) and fill out the form or contact our administrator, Tom Zdunich, [tom@lenzworks.com](mailto:tom@lenzworks.com), (801) 916-2424.