Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

Try to imagine a world without the contributions of engineers. The engineering professions touch every aspect of our lives, from the clothes we wear, to the building where we live and work, the vehicles we drive, and the roads and bridges we drive them on.

These contributions of engineers around the world personally affect each and every one of us, making our lives better in every conceivable way. That is why, since 1951, Engineers Week (EWeek) has been set aside to recognize the remarkable men and women of this profession, and to inspire young people to enter into the engineering fields.

February 16-22, 2020 has been selected as the next EWeek, the theme of which is “Engineers: Invent Amazing.” As part of that, enclosed is a draft or sample Proclamation that the \_\_\_\_\_\_\_\_\_\_\_\_\_ 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, 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 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.

On behalf of the \_\_\_\_\_\_\_\_\_\_\_ 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,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Title

Chapter Name

YOUR CONTACT INFORMATION (PHONE, EMAIL, MAILING ADDRESS)