Your Address Line 1 Your Address Line 2

 Your Address Line 3

 Your Postcode

 Your email

(Put Councillors Name/Names Here)

Taunton Town Council

PO Box 998, Taunton

TA1 9QQ

(Put Date Here e.g. 1st April 2024)

Dear Councillor (Name/names)

Re: Request for support from the council to prevent closure of Creative Innovation Centre CIC (also known as CICCIC).

**Reason for Writing:**

I am a local resident of Taunton and I have been informed that CICCIC will potentially close if it does not receive financial support and I am writing to ask the council to support CICCIC financially to prevent its closure. I understand that they need £30k and I believe the council should support them financially.

**Why the council should support CICCIC financially and what CICCIC means to me and the benefits it has to the wider community in Taunton:**

(Put your own words here)

(Put your own words here)

(Put your own words here)

(Put your own words here)

(Put your own words here)

**What I would like to happen next:**

I would like you to find a solution to prevent the closure of CICCIC and inform me/reply to this letter of the actions you can take to stop this valuable community resource from being lost.

Your sincerely

(Sign your letter here)

(Put your typed name here)