

CLASSROOM VISIT EMAIL TEMPLATE

Hi **Name of teacher, administrator, librarian, etc.**,

I'm **Your FirstName LastName** and I am a **Your title, position, company, etc.** in **City you live in**. Every March, producers, agricultural associations, corporations, universities, government agencies, and countless others across America gather to recognize and celebrate the abundance provided by American agriculture during National Ag Week. During this time, local members of the agricultural industry, like me, love to spend time with the community sharing how agriculture plays an integral role in ensuring a safe and secure food supply.

I would like to visit with your school and discuss the importance of agriculture with your students on **March 24th, 2020** – National Ag Day. Specifically, I'd like to schedule a 45- to 60-minute presentation with one Kindergarten to 5th-grade classroom. During the presentation, I will:

- **Play one of the educational games** on the site as a fun, engaging, whole-classroom activity.
- Conduct a **hands-on educational activity** that teaches students about how agriculture affects their lives.
- Leave students with an **educational activity to take home** and additional information about how to access the site on their own.

I'd like to ask your permission to photograph portions of the visit for promotional purposes should I choose to do so. (If permission request forms are required, please let me know beforehand, and I will be happy to provide them.)

Thank you for considering having me speak with your students about agriculture. Please let me know if you have any questions, and if you would be interested in having me visit with your students on National Ag Day.

Best regards,

Your FirstName LastName

Your Phone Number

