

# Persuasive Letter Planner

Introduction:

Point 1:

Evidence:

Explain:

Point 2:

Evidence:

Explain:

# Persuasive Letter Planner

**Point 3:**

**Evidence:**

**Explain:**

**Address an opposing opinion:**

**Conclusion: Say what you want to happen next e.g  
Arrange a meeting or a phone call?**

**End your letter:**

**Yours Sincerely (When you have used a name e.g Mr/Mrs/Ms/Miss.)**

**Your Faithfully (When you have used Dear Sir or Madam.)**