

# Writing Letters to the Editor

## **Why would I want to write a letter to the editor?**

Getting a letter to the editor (LTE) published in the newspaper educates the public about your issue, and ensures that policy makers hear the voices and opinions of their constituents.

## **Why would someone want to read what I have to say?**

Readers create a “community” and communities like to talk to and listen to each other. Your letter to the editor could reaffirm someone’s opinion or cause someone else to question their opinion. This type of dialogue creates a dynamic society and helps it to grow.

## **How long should my LTE be?**

Letters should be SHORT – ideally 200 to 250 words long. In fact, some of the best LTEs are a mere 1 to 2 sentences long

## **What should I include?**

Be sure to include your name, phone number, and address when you send in your LTE.

Letters should be TIMELY – newspapers are more prone to publishing your letter if it relates to an issue currently in the news. Finding a way to tie it in to a recent news story, or an upcoming event that is sure to be in the news gives your letter a leg up above the rest

Letters should be PERSONAL– the LTE section of the newspaper provides a forum for people to express their opinions – express your passion and avoid sounding like an opinion-less textbook

## **Other things to think about**

Think outside your own paper – if you are planning to submit your LTE to one paper, consider submitting it to every paper– that way you will reach a broader audience with your message

Think about your audience – who are you trying to influence with your letter? The general public? An elected official? Make sure that the message and tone of your letter will resonate with your target audience.

## **Where do I submit my LTE?**

Salt Lake Tribune Public Forum  
Fax (801) 257-8950  
[letters@sltrib.com](mailto:letters@sltrib.com).  
90 S. 400 West, SLC UT 84101

Deseret News Readers’ Forum  
Fax (801) 237-2530  
[letters@desnews.com](mailto:letters@desnews.com)  
P.O. Box 1257, SLC, UT, 84110

Ogden Standard Examiner  
Fax (801) 625-4508  
[letters@standard.net](mailto:letters@standard.net)  
P.O. Box 12790, Ogden, Utah 84412-

The Provo Daily Herald  
Fax (801) 344-2985  
[dhletters@heraldextra.com](mailto:dhletters@heraldextra.com)  
P.O Box 717, Provo, Utah 84603

The St. George Spectrum  
Fax (435) 674-6265  
[opinions@thespectrum.com](mailto:opinions@thespectrum.com)  
275 E. St. George Blvd, St. George, UT 84770

For more information, visit [www.healutah.org](http://www.healutah.org) or call 801-355-5055.