**Sample company letter to Congress - General Trade Letter**

Dear [Member of Congress]:

[Company] is proud to be a part of the [town name of facility] community, where we manufacture [products] with over [#] employees. With 95 percent of the world’s consumers living outside of the United States, our company and manufacturers across America need access to markets abroad.

Trade and exports have already paid dividends for [company] and manufacturers across America. Over the last 25 years, manufacturing output in the United States has quadrupled to a record high, which is supported by a quadrupling of U.S. exports of manufactured goods over the same period.

Today, [company sells our products in [name of countries or number of countries]. That growth has helped us add jobs and spur new investment. For example, [example].

The free trade agreements the United States has with 20 countries have been powerful in opening markets, with nearly half of all U.S. manufactured goods exports sold just to those 20 countries, with which we have a trade surplus. Unfortunately, manufacturers in the United States risk falling behind our competitors, and we face more barriers overseas than many of our competitors in Europe and Asia that negotiating trade agreements that exclude and disadvantage us.

I urge you to work to move forward on a strong trade agenda and market-opening trade agreements that will level the playing field and give manufacturers a boost in the global competition for jobs and investment.