Date: [Insert Date]

[Recipient]  
[Title]

(Municipality)  
[Address 1]  
[Address 2]  
[Address 3]

Dear *(Mayor, Supervisor, County Executive),*

I write to request that our *(Town/Village/City/County)* consider subscribing to the Florida PACE Funding Agency’s PACE Program. The Agency is a single purpose, independent legal entity, public body and unit of local government chartered under Florida Statute 163.01(7)(g). This Agency has been created on behalf of its municipal members to facilitate and finance qualified energy efficiency improvement projects, renewable energy system projects, and or wind hardening projects for residents, organizations, institutions and businesses in participating municipalities in Florida as authorized by Florida Statute 163.08.

I am very interested in using on this source of financing as a tool to expand my business, hire more people, and provide a way for my clients to use energy more efficiently reducing their operating costs, reduce their reliance on fossil fuels, and make their homes and buildings more resilient against wind-borne damage. The Florida PACE Funding Agency will make it easier to accomplish these goals through its PACE Financing program.

In order to offer my clients in *(Town/Village/City/County)* the public benefits of energy efficiency, renewable energy and storm safety and build my business, *(Town/Village/City/County)* must subscribe to the Florida PACE Funding Agency’s Program. The Program costs *(Town/Village/City/County)* nothing to participate and the Agency shields *(Town/Village/City/County)* from all associated risks. Please make this Program a priority on your next Agenda.

Sincerely,

JOHN DOE  
Owner

XYZ Corporation  
5 Main St, Your Town, FL  
XXXXX