

Plastic reduction: A step-by-step letter-writing guide

Step 1: Pick your target

Write a letter to any company you think could reduce their plastic - that could be your local supermarket, a big brand you love, or your favourite shop.
Search online to find their address.

Step 2: Write your letter

Use the template below to plan your letter.

You can add in more facts and information from the [Greenpeace website](#) (just search 'Greenpeace plastic').

Dear *[name of the person you are writing to]*

Introduce yourself and what you care about.

My name isand I amyears old.

I am writing to ask you to reduce the amount of plastic you use in your shop.

Did you know that *[include your top facts about the amount of plastic we use or the impact of plastic on the environment]*

Explain why you care.

I care about this because.....

Explain what you want them to do.

I think you could cut down plastic in your shop by *[include your ideas for how they can reduce their plastic]*.

Conclusion

Please let me know what action you take by sending a reply to.....

I look forward to hearing from you.

Your sincerely,
[your name]

Step 3: Share it with Greenpeace

We'd love to hear from you! Send photos of your letters or any replies to getactive.uk@greenpeace.org

Step 4: Post it

Your letter is really important so send it straight to the manager.

For more educational resources from Greenpeace visit act.gp/resources

The Greenpeace logo is displayed in a bold, green, sans-serif font. The letters are slightly irregular and have a hand-drawn appearance.