

# Community Engagement Letter

Date: [Insert Date]

Dear [Community Member/Organization Name],

We are excited to announce a community initiative focused on hardware recycling to promote sustainability and reduce electronic waste in our environment. As a valued member of our community, we invite you to participate in this important effort.

Our hardware recycling event will be held on [Insert Date] at [Insert Location]. This event will allow residents to drop off unused or outdated electronic devices safely. All collected items will be responsibly recycled, ensuring that harmful materials are disposed of properly.

We believe that your involvement can make a significant impact. Here's how you can help:

- Spread the word within your network.
- Encourage others to bring their unused electronics.
- Volunteer your time on the event day.

Let's work together to create a cleaner and greener community. If you have any questions or would like to register as a volunteer, please contact us at [Insert Contact Information].

Thank you for your support!

Sincerely,

[Your Name]

[Your Title]

[Your Organization]