[Insert recipient title]

[Insert recipient company / organisation name]

[Insert recipient address]

[Insert recipient suburb/town, state and postcode]

[Insert date]

Dear [insert recipient name]

[I/We] am writing to you as a volunteer on behalf of The Blue Tree Project. The Blue Tree Project is a Not-for-profit organisation which aims to help spark difficult conversations and encourage people to speak up when battling mental health concerns.

According to the Australian Institute of Health and Welfare, the 2007 National Survey of Mental Health and Wellbeing reported that approximately half (45%) of Australians aged 16-85 years old will experience mental illness throughout their life. We can expect to see an update to these results at the end of 2021, following the recently announced National study of mental health and wellbeing.

One of the core initiatives behind The Blue Tree Project is to paint a dead tree that needs a ‘blue lease on life. By spreading the paint and spreading the message that “it’s ok to not be ok,” we can help create a mentally healthy future for all Australian’s and break down the stigma that’s still largely attached to mental health.

[I/We] recognise that prevention is better than a cure and [am/are] passionate about increasing mental health awareness throughout our community to encourage others to speak up and decrease the devastating side effects of mental illness.

[I/We] write to ask your permission to paint [insert tree, location and suburb] on [insert date]. We understand that [enter Shire/ Council name here] is responsible for the management and maintenance of [insert area – e.g. roads, trees, footpaths] in [insert area – e.g. town or suburb].

[I/We] trust that you understand the importance of this request and the value it will provide to our community. Thank you for your support and we look forward to hearing back from you. Should you require any further information please contact [insert contact name] on [insert number] or visit [www.bluetreeproject.com.au](http://www.bluetreeproject.com.au) for further information.

Yours Sincerely

[insert name]

[insert group name]