Dear [LOVED ONE],

**Paragraph 1:**

Establish your **relationship to the person**, and **what they mean to you**. Honor that relationship, and put into perspective how they’ve helped you personally, or how proud you are of aspects of their personality, accomplishments, or life.

**Paragraph 2:**

Address **the role that addiction has played** in your lives. Cite **times and occurrences when addiction robbed you** of an otherwise rewarding experience. This could be a major event, daily moments (phone calls, visits, dinner discussions, etc.), or both.

**Paragraph 3:**

**Reveal aspects of their addiction** that they may not know you’re aware of. For example, if your loved one sneaks their drug or alcohol of choice in moments they think are private, let them know that **you’re fully aware of that action**. Let them know how avoiding engagement with them during those moments makes you feel. This will make clear to them that their **problem is much more visible** than they realized, or chose to accept.

**Paragraph 4:**

**Restate your feelings** for your loved one. **Focus on your intentions** for being present in this moment (during the intervention), and **your specific request** of them. (To get help). And most importantly, tell them **how you’re willing to help** them, and that you’re only thinking of their wellbeing. Lastly, ask them very clearly, **“will you accept our help today?”**

Love,

[YOUR NAME]