**[Date]**

**[News Media Relations Person]**

**[Title]**

**[Institution]**

**[Address]**

Dear **[News Media Relations Person]:**

As transgender, non-binary, and intersexissues are becoming more salient in social and political life, media organizations may contact your office to request a faculty expert related to these topics. I am writing to alert your office that I am a member of a network of scholars working in these areas ([http://www.transjusticesyllabus.com/s4tj/experts/)](http://www.transjusticesyllabus.com/s4tj/experts/%29) and that you may list me as an expert whom the media may contact regarding issues related to **[insert populations you study]** communities or experiences. Based on my training, research, and teaching on **[insert your focus area],** I believe that I would have much to contribute in this area.

Please list me as a faculty expert for media inquiries related to **[reiterate populations you study]** experiences. Specifically, those related to: **[reiterate your focus area]**.

My expertise in this area is indicated by the following:

* Teaching: **[your teaching experience here]**
* Research: **[your research experience here]**
* Service: **[your service experience here]**

If you would like more information regarding my areas of expertise, please feel free to contact me via the information provided below.

Thank you,

**[Your name]**

**[Your title]**

**[Your email address]**

**[Your phone number]**