[Sample letter]

Jane Doe
123 Anywhere St.
Burnaby, BC
Canada
V5X 1H9

[Today's date]

Foreign Affairs Canada
125 Sussex Drive
Ottawa, ON, Canada
K1A 0G2

Dear Minister of Foreign Affairs,

Having investigated a number of laws and practices in Israel and the Palestinian territories, and considering the international standards stated in the United Nations Declaration of Human Rights, I am writing to ask you a few questions.

Sincerely,

Jane Doe