[Details of addressee]

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[Details of addressee]

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[Date]

Dear Sir/Madam,

This letter is written in confidence. My name is [name], and I am the Armed Services Liaison Officer for the [area] area of Alcoholics Anonymous. I myself am an ex-serving member of the Armed Services and also a sober member of Alcoholics Anonymous.

AA wishes merely to be of help to alcoholics who have not yet found recovery; we do not charge for our services, and we share our experience, strength, and hope with other alcoholics, seeking only to help them recovery, and maintain our own recovery in the process.

We cannot provide the initial motivation for alcoholics to recover, but if any alcoholic has an interest in stopping drinking, he or she will be made welcome at any of our meetings. We can provide literature and the times and locations of meetings. I am also available to meet or talk over the phone to discuss any of this in person.

Yours faithfully,

### Contacting AA

If you need help with a drinking problem, either phone our national helpline on 0800 9177 650 or contact us by email: [help@aamail.org](mailto:help@aamail.org).

These services are staffed by volunteer members of AA who will be happy to answer your questions or put you in touch with those who can.

Or, for more general queries about AA, you can write to our General Service Office: Alcoholics Anonymous, PO Box 1, 10 Toft Green, York YO1 7NJ, tel. 01904 644026, email: [gso@alcoholics-anonymous.org.uk](mailto:gso@alcoholics-anonymous.org.uk).

Website: <http://www.alcoholics-anonymous.org.uk/>.

[Your name]

[Your role in AA]

[Intergroup/Region]