Representative/Senator,

 My name is NAME and I am the Executive Director at FACILITY NAME, which is a Skilled Nursing and Rehabilitation facility located within your district. I would like to invite you to visit our facility at a date convenient for you. This would give guests within our nursing facility the opportunity to meet their legislator and to share with you what we do and who we serve.

If this is a possibility, I can be reached by phone at PHONE NUMBER.

Thank you for your consideration and I look forward to meeting you and sharing our experiences and challenges.