

HELPFUL HINTS FOR VISITING YOUR LEGISLATOR

- One of the most effective ways to voice your opinions is through personal visits to your legislator's office or in their home district. Establishing a relationship with your legislator is extremely useful.

Before meeting, come up with a plan:

- Have three or four key points clear in your mind. Writing them out beforehand will help.
- Research your legislator's positions on your issues. If you know how s/he stands on the issue, it will be easier to frame your arguments.
- If available, bring along information (i.e. fact sheets) that will help you make your points.

Take advantage of the short time you have to spend with a legislator:

- Be on time. Legislators have tight schedules. If you cannot avoid being late, call the office to alert them.
- Dress appropriately. Treat this meeting as any other that requires a professional appearance.
- Have an agenda prepared. In most cases, the legislator has agreed to the meeting to hear your views. Use the time wisely and follow a clear agenda.
- Be brief. You can expect 15-20 minutes. Usually, the legislator's schedule does not allow for more time – so be concise.
- Send a follow up letter. Briefly restate your messages and thank the legislator for his/her time.
- Be sure to get your concerns on the table before engaging on small talk.