

## How To Contact Your Legislator

1

### **Figure out which legislator you should contact.**

- Federal, state or local?
- This is based on the issue you are contacting them about and who has the power to do something about it.

2

### **Find your legislator and their contact info!**

- Go to <https://www.palegis.us/find-my-legislator> to find your state and federal legislators.
- Email addresses are not always listed on legislator's websites (you may have to dig a bit). You can call their office and ask for what would be the best email address to use for your particular issue.

3

### **Decide whether you will call, email or ask for a meeting.**

- With phone calls, you will often be leaving a message.

4

### **Prep for your call, email, or meeting by knowing your issue!**

- First, factual information about the issue.
- Second, a personal story as to why the issue matters.
- Third, a clear ask. (For example: how to vote on an existing bill, the request for legislative action to be taken, or a request for another type of action.)



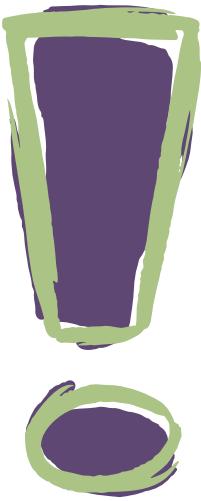
## How To Contact Your Legislator (cont.)

**5**

### **Go for it!**

- Succinctly share the 3 things from above.
- You will not always get a response or a follow up. That is ok.
- 'Rinse, Lather, Repeat'

### **Additional things to keep in mind...**



- Legislators keep track of how many calls and voicemails they get.
- Leaving a message may not feel as meaningful, but it is important.
- If the legislator does not agree with your position, try to understand why.
- This can help guide the conversation(s) moving forward
- You may not change a legislators mind - but you will stop them from using the excuse, "I don't hear anything from my constituents."
- Talking to a legislator's staff is not a bad thing. Often the staff are the ones who update legislators and help them finalize their positions.
- You WILL make mistakes...and that is ok.
- We learn by doing, and everyone is human!

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