

When sending a message to a legislator.

1. Give your name and address.
2. If you live in the legislator's district, also say that you live in the district (then you are a constituent).
3. Describe the issue or problem, or provide a bill number (if there is a bill that addresses your issue or problem).
4. Explain how this issue affects or impacts you and your family (be brief).
5. If there is a bill that talks about your issue or problem, ask for the legislator to do something—support or oppose the bill.
6. Say thank you.