

5 Steps for Citizen Advocacy

- 1. Enter Capitol with ID ready. Go through security and head to the 3rd floor**
 - You are looking for the House and Senate chambers
- 2. Get a message slip located at podium at the end of each hallway and fill it out.**
 - Yellow is for Senate, White is for House
- 3. Hand slip to the clerks outside of House or Senate doors.**
 - Clerks will take your slip and hand it to a page (young legislative assistant.)
 - The page will be wearing a number. Write it down here: _____
 - Let them know where you will be waiting in the hallway
 - They will bring your legislator or return slip if they are unavailable
- 4. Talk with your representative!**
 - You have 2- 5 minutes to speak with your legislator.
 - Introduce yourself. Have your talking points and personal story ready.
 - Give them the fact sheets and thank them for their time. Make note of any follow up needed.
 - If unable to get a hold of your representative, try again, contact and make an appointment, or email information to them.
- 5. Fill out your Lobby Report and hand it to GE staff.**

My Representative is:

My Senator is:

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