

ADVOCATING WITH YOUR ELECTED OFFICIALS



Making A Telephone Call

IDENTIFY YOUR ELECTED OFFICIAL

You have a member of the State Assembly and State Senate that represent you.

1. Find their names on the following website.

 <http://192.234.213.69/Imapsearch/framepage.asp>
(type your address and zip code)

2. Locate their names and phone number on the **Advocating With Your Elected Officials** website “CA Legislators” section.

GETTING READY

1. Prepared with phone number and correct way to say the elected officials name.
2. If you are calling about proposed legislation, know bill number and author.
(example: AB100, Jones – Assemblymember Maria Jones).
3. Complete your Worksheet at the back of the booklet.

Tear Off Work Sheet

(1) **Your Elected Officials**
Name _____
Contact info _____
Staff member _____
Contact info _____

(2) **Your Issues**
What do you support/oppose? _____

Bill number and author _____

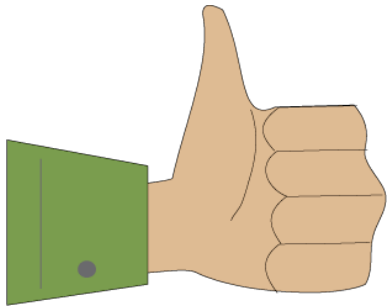
(3) **Why do you support/oppose (be brief and focused)**
Impact (personal story, work experience, or official position)
1. _____
2. _____
3. _____

Recommendations/suggestions _____

Answers to questions you might be asked _____

GETTING READY

- ✓ Know your issue.
- ✓ Practice what you will say with a friend.



Remember:

You will probably speak to a legislator's staff member who will want information.

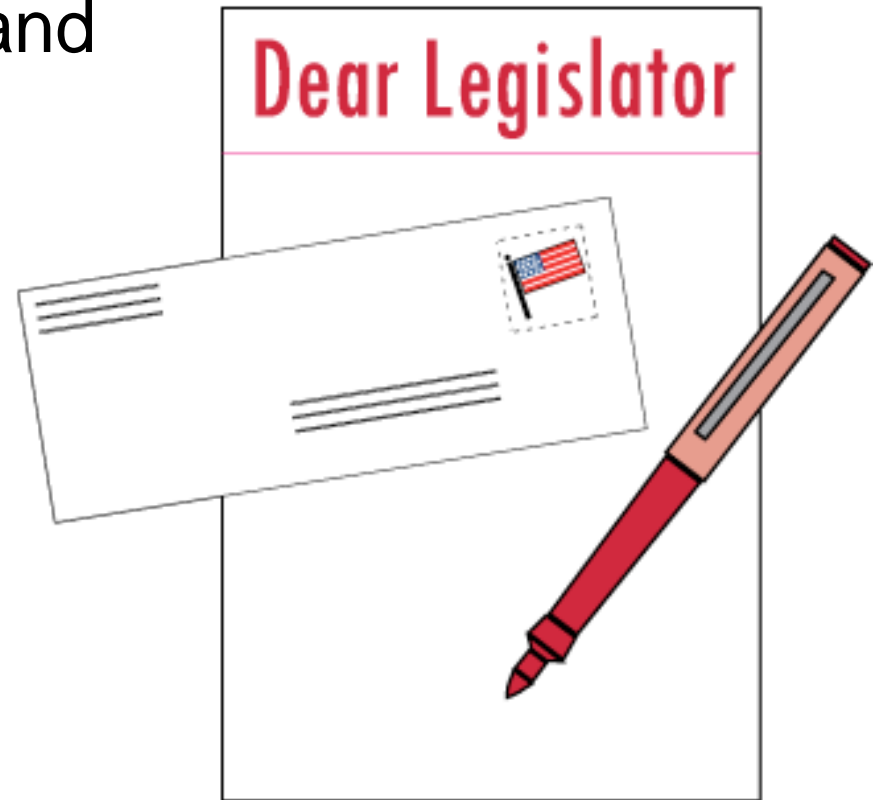
MAKING YOUR TELEPHONE CALL

1. Identify yourself.
2. Tell the person your position (what you think).
3. Share your experience — how you and others will be affected.
4. Allow the person time to ask questions or comment.
5. Keep your conversation brief and focused.
6. Leave your contact information.



AFTER YOUR TELEPHONE CALL

1. Follow up on anything you promised to do.
2. Keep track of your issue and how your legislator votes.
3. Send a thank-you note.
4. Build a relationship —
Keep in regular contact.



TIPS

- ✓ Be prepared and clear.
- ✓ Be brief and focused.
- ✓ Be professional and polite.
- ✓ Get support to make the call, if you need it.
- ✓ Take notes or ask someone to take notes for you.

