

OFFICE VISIT TIPS AND TRICKS

1. Find the local office nearest you:

Each member of Congress has a D.C. office and at least one district office. Visit their congressional website to find the exact location.

2. Make an appointment:

Call the office ahead of time and ask to meet with a member of the staff to ensure someone is available to speak with you.

3. Bring one handout and notes:

Keep it simple - try to limit yourself to one handout for the staff with key facts and anecdotes related to the issue you're meeting about. Bring notes for yourself to help collect your thoughts. You can brainstorm with your regional coordinator on what issues are the most pressing for your member to be hearing from constituents on.

4. Bring donuts:

Or some other type of treat! This is a great way to make a first impression and be memorable. While homemade baked goods are a nice touch, stick to purchased goods for your first meeting. The staff will look forward to your next visit!

5. Bring a friend:

It's important that the office knows you are not the only constituent who cares about the issue you're meeting about. The more people, the more impact you'll have.

6. Get business cards:

Make sure you get the business card of the staff you met with and keep in touch!

7. Send thank yous:

This is a nice touch to thank them for taking the time to meet, and will also help them remember your visit. Be sure to include something you talked about with them.