

HOW TO SCHEDULE A MEETING WITH A LEGISLATOR

The public is welcome and encouraged to **meet with legislators** to discuss issues affecting themselves and their communities. Organizations that work to enact policy change meet with our elected representatives to gain support for their cause. **The following steps will help you set up a meeting with a legislator.**

1 IDENTIFY IF THEY SERVE IN THE
MINNESOTA HOUSE OR SENATE

2 LOCATE THEIR OFFICIAL WEBPAGE:
A. HOUSE.MN
B. SENATE.MN

VIA PHONE OR EMAIL



1. FIND LEGISLATIVE ASSISTANT'S PHONE NUMBER LOCATED ON YOUR REPRESENTATIVE'S PAGE OR EMAIL THEM USING THE FORMAT FIRSTNAME.LASTNAME@SENATE.MN OR FIRSTNAME.LASTNAME@HOUSE.MN.

2. ASK TO SET UP A MEETING

IN PERSON



1. FIND THEIR BUILDING AND ROOM NUMBER ONLINE

2. ASK THEIR LEGISLATIVE ASSISTANT TO SET UP A MEETING*

*IF THE LEGISLATIVE ASSISTANT IS UNAVAILABLE, LEAVE A NOTE AT THEIR DESK TO REQUEST A MEETING. ALWAYS FOLLOW UP VIA EMAIL.