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.

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