

Meet with Your Member of Congress In-District

Meeting with your Members of Congress and elected officials is an incredibly important mechanism through which you can ensure your voice is heard. It is their job to represent you and take action on the things you care about as someone living in their district. It is also the most effective way to make a difference, as it has a real impact on policy decisions. Contact Rachel Finn at rfinn@enoughproject.org if you need support with the steps.

Step 1: Find your Member of Congress and locate the nearest office to you.

Use <http://www.house.gov/> and <http://www.senate.gov> to find out who elected officials are.

Step 2: Request a Meeting

Typically, meeting requests must be submitted **in writing**. Your Member's website might provide instructions on how to submit this request. You can also call their office to ask.

Meeting requests typically include the following information:

- Preferred time, date, and location of the meeting
- Your name and contact information
- Name(s) (and addresses, if possible) of meeting attendees
- The issue you'd like to discuss

Step 3: Prepare for the Meeting

Create a meeting outline. You can also create simple materials to leave behind. Use our [website for details and key facts](#), and send us an email if you want suggestions on talking points or the latest information on activities of your Member of Congress.

Introductions: introduce yourself, where you live, how you came to care about the issue, and why you requested a meeting. *Thank the staff member for their time.*

Presentation of the Issues & Make an Ask: Make your case through a few key facts about why your Member should act, and give him or her 1-2 specific recommendations.

Thank your Member of Congress: Thank them for their time and continued service. Leave any information you brought along.

Step 4: Meet with your Member of Congress (or their Staff Member)

Step 5: Follow Up with your Member of Congress

Send a Thank You Note to the Member of Congress or staff member expressing your appreciation for their time meeting with you and their commitment to these issues..

Follow up with the appropriate congressional staffer. A follow-up email to the appropriate staff member a few weeks later ensures that your efforts are not overlooked or forgotten, and help you develop a relationship with that person for future requests.

Keep us in the loop! The Enough Project wants to know how your meeting went. We'll use this information next time we meet with your Members of Congress' office here in DC. Email

rfinn@enoughproject.org and fill us in on the meeting.