

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\smapsearch/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.

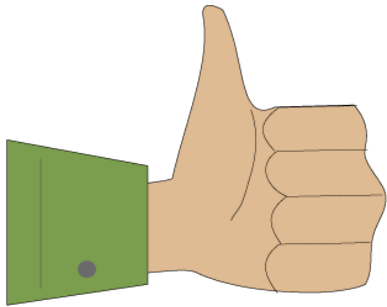
GETTING READY

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.

The image shows a 'Tear Off Work Sheet' form, which is a template for gathering information. It is titled 'Tear Off Work Sheet' at the top. The form is divided into three main sections, each with a numbered heading and a dashed line indicating where to tear. Section (1) is titled '(1) Your Elected Officials' and contains fields for 'Name', 'Contact Info', 'Staff member', and 'Contact info'. Section (2) is titled '(2) Your Issues' and contains fields for 'What do you support/oppose?' and 'Bill number and author'. Section (3) is titled '(3) Why do you support/oppose (be brief and focused)' and contains fields for 'Impact (personal story, work experience, or official position)', a numbered list (1, 2, 3), 'Recommendations/suggestions', and '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.

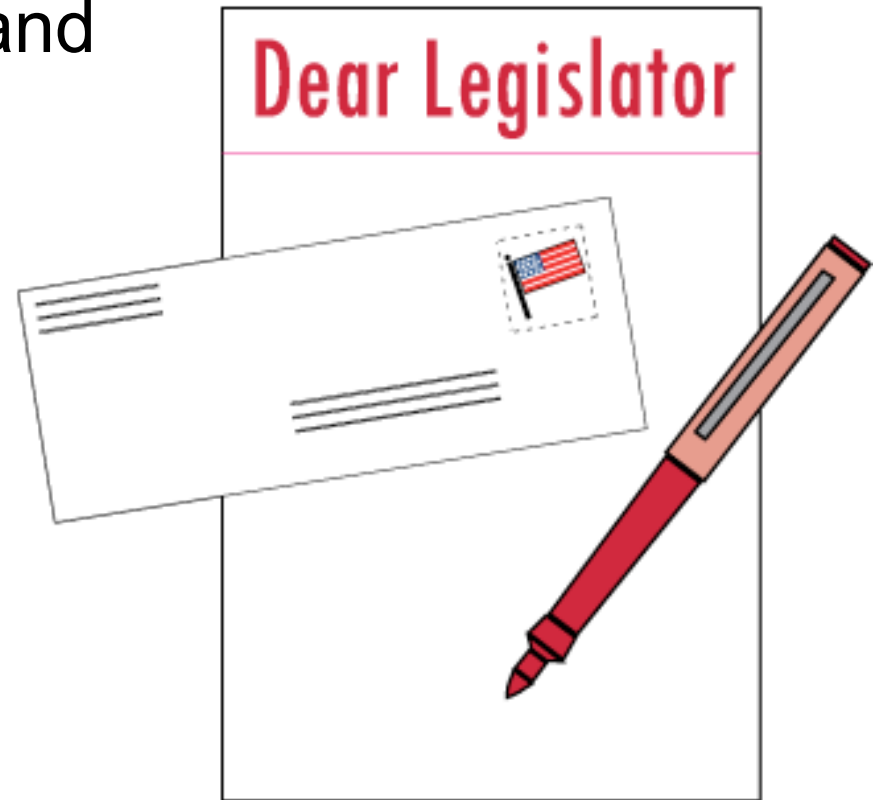
MAKING YOUR TELEPHONE CALL

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.
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- A stylized illustration of a black smartphone, tilted slightly to the right. The screen is dark and displays a grid of colorful, rounded square app icons. Visible icons include a blue speech bubble, a white 'S' on a grey background, a yellow gear, a blue square with a white plus sign, a blue square with a white minus sign, a blue square with a white magnifying glass, a blue square with a white envelope, and a blue square with a white telephone handset. The phone has a black bezel and a small notch at the top.



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.

