

Lobbying Etiquette

1. Introduce yourself as a constituent as soon as you enter.
2. Sign the guest registry, if available, with your full voting address.
3. When meeting with your legislator or legislative aide ...
 - Be informed: **Make sure you know the facts, but also tell a personal story regarding how the legislation impacts you. You may want to think about this and write your thoughts down before you enter the office.**
 - Be very specific: State the issue clearly, telling them you are there to talk about a particular bill and that you support it or oppose it. Give the bill number if at all possible, or even bring an information sheet on the issue for the legislator to keep.
 - Be polite: Be firm, but courteous. **Avoid anger and sarcasm.**
 - Ask the legislator directly: How will the legislator vote? If the aide cannot give you an answer, ask that the legislator call or email you as soon as he is able with his answer. **Be prepared to follow up until the legislator takes a position.** Get a business card from the aide or legislator to remind you to follow-up.
 - Use the lobbying report sheet for bills you may want to ask about.
 - **Complete the lobbying report and return it to:**
Massachusetts Family Institute
100 Sylvan Road, Suite 625, Woburn, MA 01801