

# Lobbying Instructions and Helpful Hints

Lobbying at the State House can be a bit confusing at first. If you have any questions, you can call the Massachusetts Family Institute at 781-569-0400.

- Try to schedule an appointment with the legislator by phoning or visiting his office. Let him know you are a constituent and would like 10 minutes of his time at his State House office. Confirm the room location of the legislator. Call ahead the day of the meeting to confirm that the legislator, or whomever you plan to meet, will be at the meeting.
- Prepare for your meeting by reading up on issues important to traditional families, so you know all the facts. You can find information at the websites of pro-family groups such as: [www.mafamily.org](http://www.mafamily.org), [www.catholicvote.org](http://www.catholicvote.org) or [www.coalitionformarriage.org](http://www.coalitionformarriage.org) .
- Try to write down or memorize a personal story relative to the piece of legislation before you arrive at the legislator's office. Personal stories can help the legislator remember that you visited him and actually affect his decision because it puts a human face on the situation. Tell your story to the legislator and aide and leave a copy.
- When you visit your legislator, bring a list of the items you'd like to talk about with him, and any pertinent facts you believe could help influence his decision. If possible, try to bring handouts for each bill or topic so you have something additional to leave with him. Many are available at the Take Action link or Issue Education pages on the website [www.coalitionformarriage.org](http://www.coalitionformarriage.org).
- After a brief greeting and introduction, get right to the point and stay on the point, to make the most of your time and to respect his/hers.
- If the legislator is not there, ask the aide if he is in the building and will be available any time soon to chat with you for just 10 minutes. If he will be gone a while, visit another elected official and return at the appropriate time.
- There is a Lobby Reporting Form provided on the site [www.coalitionformarriage.org](http://www.coalitionformarriage.org). Bring it with you and ask the legislator the questions that are provided.
- Return the form to:

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