

Writing Your Representatives



Writing allows you to introduce your issue!

Writing your representative allows you to communicate more information about your issue. It also allows you to follow up afterwards with a phone call, fax, email or visit. To make your letter effective, here are a few hints:

1. **Personalize:** Your letter means more to your Representative if it is personalized rather than a form letter. Introduce yourself as their constituent and why this issue is important to you as a member of their community
2. **Share:** Share your story and why this issue is important to you. Making it personal shows how this issue affects you and why you need your representatives' support.
3. **Newsorthy:** Include a recent local news article or story that highlights the issue that you are speaking with them about. This lets them know that it has been discussed among the community and presented by the media as an important issue.
4. **National-Local:** Discuss the connections between the National trends and those occurring at the local or state level regarding the issue that you are presenting to your Representative. This shows the impact that it is having in your community.
5. **Be Brief:** Your letter should be one-two pages long, contain the legislation information that you are seeking support for, and ask for a specific action. Provide any contact information, if necessary, of the sponsors of the legislation so that the Representative may contact them directly if they have any further questions.
6. **Thank:** Thank them for their time and tell them you will follow up with them in the near future. Your Representative isn't always able to respond to each letter received which is why it is important that you follow up with them by a phone call or visit.
7. **Reach out:** Reach out to those individuals in your network that feel passionate about the issue. A representative recognizes when an issue is important to many in their community and this can be communicated by enlisting others to write as well. Provide them this document to assist them in their effort.
8. **Feedback:** Please provide feedback to those organizations that have been promoting advocacy efforts on the issue you have contacted your representative about. Your participation and feedback about your effort is crucial to those you are advocating with.
9. **Follow up:** Be persistent. As you follow the legislation, call back to ask for specific support or action from your representative as it relates to the process.

987 Dacusville Road
Marietta, SC 29661
864-836-4609

info@braintumorawareness.org
www.braintumorawareness.org

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