

HOW TO WRITE A LETTER TO YOUR LEGISLATORS

The time for members of the United Methodist Church to share views with legislators has never been more critical. But there are good ways and bad ways to go about approaching legislators. Some hints for effective letter-writing include:

- 1. Make your approach personal by using your own stationery or letterhead.**
- 2. Always identify yourself and state your reason for writing.**
- 3. Be specific about your requests for action, using exact bill numbers, as well as titles of bills or amendments.**
- 4. Apply general rules of common courtesy, rather than being combative, or worse --- threatening.**

Overall, you'll have the strongest impact by being reasonable in your requests, as well as constructive. If certain parts of legislation will have a negative impact, offer solutions by proposing alternatives. In addition, two-way and ongoing communication will strengthen your point of view. It's OK to ask legislators to get back to you with their positions on certain issues, and it's also a good idea to offer thanks when something goes your way!