

## **ADVOCACY BY TELEPHONE**

### **Using the Legislative Hotline 800.562.6000**

Our Legislature has a toll-free, Legislative Hotline. You can call it at 800.562.6000. It is a fast way for any Washington resident to convey their views on bills under consideration. Here are a few tips for using the Hotline.

- Remember your key message (your own or from an action alert) – BUT this is definitely the time to use your most streamlined version! Being brief and clear will increase the chance that your message is taken down correctly and that it will be understood when it is ready by your legislator later.
- You can use the Hotline to send the same message to all three of your legislators and the Governor!
- The Hotline is not an answering service, but only a service for brief messages about specific bills. If you wish to speak directly to a legislator you must call their office -- Hotline operators cannot transfer your call.
- If the Hotline is busy (it often is), just keep trying. Getting through often takes several calls.
- During the legislative session, weekday hours are 8:00 am - 8:00 pm, and Saturdays from 9:00am - 1:00pm. The Hotline also operates when the legislature is not in session, with slightly different hours.

### **Calling your legislator's office directly:**

When the legislature is in session you can call your legislators at their offices in Olympia. Lists of members' names, office address, and telephone numbers are available from the Bill Room in the Capitol building (360.786.7573) or on the Web at [www.leg.wa.gov](http://www.leg.wa.gov)

Here are some recommendations for making telephone calls directly to your legislators:

- Whether you created it or took it from an action alert -- remember your key message!
- In the course of delivering your message, be sure to:
  - Identify yourself by name and address (this verifies that you are a constituent).
  - Identify the bill you wish to talk about, by name and number (if possible).
- If your legislator needs further information, supply it as fast as possible.
- It bears repeating....
  - Do not be abusive; don't threaten your legislator.
  - Don't argue if the legislator has an opposing view or hasn't yet decided.
- Recognize that legislators are often away from the office, at Committee business or on the floor of the chamber, so you may talk instead to an aide. That's great! Use the same basic rules. Staff members are very reliable and will pass along what you said.
- Follow the call with a note restating your position, and thanking them for their time.