

You can find your legislators online at <http://mdelect.net>. To make an appointment for a visit to urge them to support high quality programs for children, you can call the office or send an email or letter. Here is sample text requesting an appointment you can modify and use for a letter or an email. If you make a phone call to get an appointment, the language in the sample letter can be used when you speak with the legislator's staff.

Appointment Request Letter

[YOUR NAME]
[YOUR STREET ADDRESS]
[YOUR CITY, STATE, ZIP]

[DATE]

The Honorable [YOUR DELEGATE or SENATOR'S NAME]
[ADDRESS]
Annapolis, MD 21401

Dear [SENATOR/DELEGATE] [LAST NAME],

I am a constituent from [YOUR CITY], and I work as a [YOUR JOB]. I will be in Annapolis on Monday, January 26th for an Evening for Children's Advocacy, and I would like to meet with you to discuss how important quality child care is to the families in our community. May I schedule a few minutes with you sometime between 4:00 p.m. and 6:00 p.m.?

The Evening for Children's Advocacy is sponsored by Maryland Family Network, the Maryland Association for the Education of Young Children, the Maryland Head Start Association, the Maryland School Age Child Care Association, the Maryland State Child Care Association and the Maryland State Family Child Care Association. We come to Annapolis every year to say thank you to you for the support you give to our state's youngest children and to advocate for programs that help parents go to work and help children learn to be successful in school and in life.

I look forward to speaking with you on January 26th. Please contact me at [YOUR PHONE NUMBER] or [YOUR EMAIL ADDRESS] to confirm my appointment time. If you are not available on January 26th, I would appreciate an appointment to speak with your legislative aide.

Thank you very much.

Sincerely,

[YOUR NAME]