



Families Together in New York State

Legislative Awareness Day

Legislative Appointment Sample Phone

Calling your legislator is easy. The folks answering the phone receive calls for requests for meetings every day, and they expect calls from constituents. When making your call, consider this script:

"Hi, my name is _____ from the [chapter or agency if applicable], and I am calling to request an appointment with (name of Assembly Member or Senator).

"I would like to talk to him/her about the following concerns I have regarding children's mental health, particularly regarding (state two of your concerns in two concise sentences).

"I will be in Albany on (day/month/year) for Families Together in New York State's Legislative Awareness Day, and I was hoping to schedule a meeting sometime between 10:00am and 12:00 pm. I will be bringing (number of people) with me to the meeting."

If the legislator can meet with you on Legislative Awareness Day:

"That's great! I appreciate the time and look forward to sharing my challenges, concerns and ideas. Just to confirm, I will be at (Name of Assembly Member or Senator) office at (time) on (day/month/year). Can you please tell me your office number and how much time we will have?

"Thank you. I would also like to invite (Name of Assembly Member or Senator) to lunch at the Convention Center at 12:00pm that same day. Do you think he/she would be able to join me for lunch?

"Thank you for your time! Would you take my name and contact information in the event the legislator would like to contact me to discuss children's mental health concerns?

If the legislator cannot meet with you on Legislative Awareness Day:

"I'm sorry that won't fit into your schedule. Is there someone from your campaign (or staff) that would be able to represent the legislator?"

"Would there be a time when I can meet with the legislator at his/her home office in my district either before or after Legislative Awareness Day?" If yes (see script above).

"Thank you. I would also like to invite the (Assembly Member or Senator) or staff representative to lunch at the Convention Center at 12:00pm that same day. Would someone be able to join me for lunch?

"If you would like to send a statement to the group, I'll make sure that it is distributed."

"Thank you for your time! Would you take my name and contact information in the event the legislator's schedule frees up on that day, or if he/she would like to discuss children's mental health concerns?