

# ★ 5 THINGS TO DO AT THE CAPITOL

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## 1. Utah State Legislature

Website: [www.le.state.ut.us](http://www.le.state.ut.us) – Find your legislators, track a bill, or click on calendar for current legislative activity.

Utah State Capitol  
410 N. State Street  
Salt Lake City, UT 84114

General Information: 538-3000

Travel/ Parking Directions & Food Services: Travel north on State Street and head up the hill to the State Capitol building. The visitor's parking lot located on the east end of the Capitol. To get to the parking lot, turn right on 300 North and follow the street which becomes East Capitol Blvd. Take a left into the parking lot. Parking is also allowed around the perimeter of the Capitol along the streets. The cafeteria is located in the Capitol Complex East Building, 1<sup>st</sup> floor and is open to the public 7:00am to 2:00pm.

## 2. Senate Information Office, 3<sup>rd</sup> floor. Hours: 8-5pm Phone: 538-1035 Fax: 326-1475

**House Information Office, 3<sup>rd</sup> floor. Hours: 8-5pm Phone: 538-1029 Fax: 326-1544**

Go to the office of your Senator and Representative (some may be located in the Capitol Complex East Building). Ask to talk with your legislator. If they are not available, write a brief message (leave a fact sheet, position statement or brochure). Whether you talk to your legislator or leave a written note, **your message** should include:

- Your name and that you are a voter in their District.
- Indicate the group you belong to or came with (include number of members).
- Briefly state the issue you came to talk about.
- State why YOU care about this issue and what you would like the legislator to do. Share possible solutions to help resolve the issue.
- If you know, mention why this issue is important in their District.
- If available, leave behind a fact sheet, position statement or brochure about your issue/program. Write your name and address at the bottom.
- Always thank your legislator for their time.

## 3. Governor's Office, 2<sup>nd</sup> floor. Hours: 8-5pm Phone: 538-1000 Fax: 538-1528

Leave the same message and/or fact sheet at the Governor's office.

## 4. Attend a committee hearing.

Meeting times, locations and agendas are posted 24 hours in advance at [www.le.state.ut.us](http://www.le.state.ut.us) and at the Senate/House Chambers on the 3<sup>rd</sup> floor of the Capitol. Become familiar with the committee process, room layout and how to testify before a legislative committee.

## 5. Be visible!

Wear your name tag. Talk about your issue everywhere.

- If someone asks you a question and you don't know the answer—just say, “I don't know the answer, but I'll find out and get back to you.” Then be sure you do.
- Create opportunities to talk about your issue—you never know who might be standing next to you or behind you—listening (it could be a Senator, a legislative aide or someone from the media).
- Remember—the whole idea is to be seen and heard!



**American Academy of Pediatrics  
Utah Chapter**

**For more information call 801/968-3411.**