



How to Request a Meeting With Your Members of Congress

1. To find your senators, search for your state here:
<https://www.senate.gov/senators/index.htm>
2. To find your representative, type in your zip code here:
<https://www.house.gov/representatives/find-your-representative>
3. Once you have identified your representative and both senators, **check out their official websites to find contact information.**
 - a. *Official websites will be designated by the congressman's last name followed by .house.gov or .senate.gov .*
4. Most websites will have a 'Contact Me' or 'Email Me' page. These pages will oftentimes have a **simple form to fill out and submit online**, but if there is an email outreach option instead, you can **follow the template below:**

Dear **Representative/Senator [Member's last name]**,

My name is **[your name]** and I am a **["constituent" or occupation]** living in **[name of your community/city]**. I am also a caregiver deeply involved in the serious mental illness community, specifically schizophrenia.

I will be in Washington D.C. **[or in district]** on **[date(s)]** and am requesting the opportunity to meet with you, as your schedule permits.

SPAN is dedicated to advocating for policies that break down barriers to treatment and support for people living with schizophrenia. By focusing on research, education and care, and advocacy, we seek to give a voice to a community that is too often ignored. **[Consider adding a line about your personal connection to this issue area, ex. "As a caregiver for my daughter, who has suffered from schizophrenia for the last ten years, I am all too familiar with the societal, financial, and emotional costs of this devastating disease."]**

I am also willing to meet with staff if you are not available. Thank you for considering this meeting request. I look forward to hearing from you soon.

Sincerely,
[Your name]