

## Writing Your Representatives

Writing a letter is one of the most important ways that you can reach your elected representatives. Many legislators look at the volume of mail they receive on a given issue to help them determine what action to take. By sending a letter, and encouraging your family and friends to write as well, you can make sure your opinions are being considered.

Following are some tips for writing your legislator:

- **Use a business format for the letter with your contact information and the current date.** It's important to include your full address.
- **Introduce yourself in the first paragraph.** Identify yourself as a constituent and tell them a little bit about you (local business owner, employee at locally-owned company, etc.).
- **State what specific issue or concern you're writing about and what action you want the elected official to take.**
- **Stick to one main issue in your letter.** If possible, your letter should not be more than one page.
- **Don't be afraid to share a personal story.** If you have experienced the effects of lawsuit abuse firsthand, tell them. It helps make your issue and request stand out and makes it easier for the elected official to understand and address your concerns.
- **Be courteous and thank your elected official for his or her time.**
- **Ask for a response.**

## Addressing Your Letter

When sending a letter to your legislator it should be addressed as follows:

The Honorable (full name)  
Address

The proper salutation is Dear Senator or Dear Representative.

**Find Your State Legislator** by using the following links:

[Florida State Senate](#)

[Florida State House of Representatives](#)