**The Do’s and Don’ts of Legislator Meetings**

On the day of your meeting, your preparation will pay off! Remember a few do’s and don’ts.

**Do:**

* Arrive 10-15 minutes early
* Deliver your story, including:
	+ Your company and facilities including when it was started and the number of employees; training programs; the products you manufacture; what your product means for consumers; etc.
	+ Your impact on the community, innovation, and place in the aftermarket
* Deliver your talking points, including how the issue(s) is affecting your business
* Make your ask of the legislator!
* If needed, give the legislator the issue leave behind
	+ The MEMA Aftermarket Suppliers DC team will provide this in advance
* Admit what you don’t know!
	+ It’s OK not to have an answer to a question! Offer to follow up with further information or have a MEMA staff member follow up to answer any questions.
* Take a picture

**Don’t:**

* Argue if presented with a different point of view
	+ It’s OK if the legislator disagrees. Make a note of their argument and report it to MEMA after the meeting.
* Discuss politics or campaign fundraising

**The MEMA Aftermarket Suppliers DC team will assist you with every aspect of your meeting. If you have any questions, please contact Carter Salwin (****csalwin@mema.org****).**