

# INSTRUCTIONS: “I ♥ the Arts and I Vote” Postcards

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## MAILING

### STEP 1: Find your Elected Officials:

#### 2 U.S. Senators + 1 Member of House of Representatives:

- [U. S. Senators](http://www.senate.gov) - www.senate.gov  
*search at top right*
- [House of Representatives](http://www.house.gov/representatives)-  
www.house.gov/representatives  
*search at top right*
- [Various Elected Officials](http://www.usa.gov/elected-officials) - www.usa.gov/elected-officials  
links to federal, state, and local contacts

### STEP 2: Write/Sign your message.

- Include your name, address, and optional email.  
*Offices use addresses to tally messages from constituents.*
- For pre-printed message, remember to fill in  
elected official's name: "Dear \_\_\_\_\_".
- OR, Customize your message.
- Remember to sign your name.

## PRINTING

**Print at your HOME or office** (*some assembly required*)

1. **Print** on US letter-size paper or cardstock
2. **Trim** to 6" width
3. **Fold** so that the text is on the outside
4. **Tape** the bottom, or glue insides together

### Print with a PROFESSIONAL printer

- Option 1: Print double-sided, using the pre-printed message on the back of the postcard.
- Option 2: Print image side only, and handwrite your own message on the back of the card.

**While you have your elected representatives info on hand, CALL your elected official and tell them why the arts are important to you. *Phone calls are more effective than emails!***

## SHARE

These files are open source. Share out with folks who may be interested (or those who don't yet realize they are)!

- Share digital files with your networks.
- Distribute at events.
- Intentionally reach out to friends/relatives across the political spectrum.
- When possible, cross geographic lines and urban/rural divides.