

## **Guide for Contacting Your Indiana State Legislators**

This document provides a comprehensive guide for constituents of Indiana on how to identify, locate, and effectively communicate with their State Representative and State Senator regarding state issues and legislation that impacts Indiana's libraries during ILF's 2026 Statehouse Day, scheduled for February 3, 2026.

It's crucial for Indiana librarians to contact their legislators directly, even when ILF is involved, primarily because librarians are the legislators' constituents and they can provide authentic, firsthand accounts of the library's impact to communities and their residents.

Constituent librarians offer a perspective that ILF and Taft cannot – direct, professional experience from the communities that are impacted directly.

### **Step 1: Find Your Legislators**

The State of Indiana is divided into 100 House Districts and 50 Senate Districts. Your representation depends on where you live. You have **one** State Representative and **one** State Senator representing you in the Indiana General Assembly.

#### **The Official IGA "Find Your Legislator" Tool**

The fastest and most accurate way to find your specific representatives is to use the official tool provided by the Indiana General Assembly (IGA).

**Website:** Visit the IGA website and use their address lookup tool: <http://iga.in.gov/information/find-legislators>

1. Enter your full residential street address, city, and zip code.
2. The tool will display the names, photos, and district numbers for your State Senator and State Representative, along with links to their individual contact pages.

### **Step 2: Contact Methods**

Once you have your legislator's name and district number, you can choose the best way to contact their office.

#### **Email (Recommended for Legislative Input or Arranging Meetings)**

Email is an excellent way to clearly and concisely share your views on specific bills or policy matters.

### Find Your Legislator

Enter your home address to get your legislator information.

\* = required

Street Address \*

Please enter a complete address (Ex: 1111 E County Road 111S)

City \* State

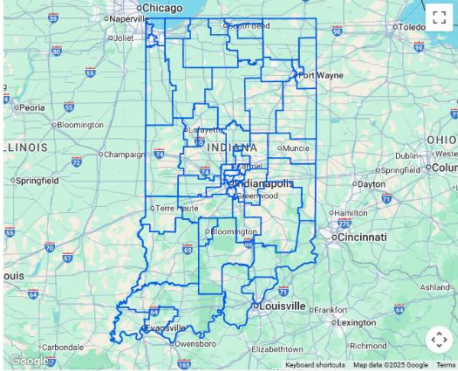
Select your city... Indiana

Zip \*

Please enter numbers only (Ex: 46140)

Search

Senate House Congress



Download Senate District Map

- **Individual Legislator Email:** The "Find Your Legislator" tool links to individual pages, often containing a dedicated contact form. Using this form is often the most direct method.
- **General Email Format (If needed):** If you are unable to find an individual form, the IGA uses a standardized email format, though it's best to confirm on the legislator's individual page.
  - **House Email Format (for House District 1):** [h1@iga.in.gov](mailto:h1@iga.in.gov) (Replace h1 with your specific House District number, e.g., h42, h99).
  - **Senate Email Format (for Senate District 1):** [s1@iga.in.gov](mailto:s1@iga.in.gov) (Replace s1 with your specific Senate District number, e.g., s25, s50).

### **Telephone (Recommended for Urgency and Constituent Services)**

Calling is the best option for urgent matters or when you need assistance dealing with a state agency (e.g., BMV, Medicaid). You will typically speak with a Legislative Assistant or staffer who will relay your message.

<b>Body</b>	<b>Toll-Free Phone Number (Preferred)</b>	<b>Office Phone Number</b>
Indiana House of Representatives	(800) 382-9842	(317) 232-9600
Indiana State Senate	(800) 382-9467	(317) 232-9400

### **Step 3: Key Points to Emphasize**

When contacting your state legislator, make sure your message includes these essential elements:

- **Constituent Status:** Immediately mention that you are a constituent and that your library serves their district. Legislators prioritize constituents.
- **Date and Event:** Clearly state the date and event: "Tuesday, February 3, 2026, for ILF Statehouse Day." This frames the meeting within a pre-planned advocacy event.
- **Specific, Local Value:** Briefly state the value your library provides to their voters (e.g., job search resources, early childhood literacy, free internet access). You are connecting the library to their constituents' needs.
- **Flexibility:** Show you understand their busy schedule by offering to meet with either the legislator or their legislative assistant and emphasizing that you are available and flexible on that day.

A relationship with your state legislators and their staffers can transform Indiana's public libraries and their services from a distant line item in the budget into a valued constituent, local expert, and partner in addressing the needs of Indiana communities.