



HELPFUL TIPS FOR A SUCCESSFUL DAY ON THE HILL

The Virginia Mortgage Lenders Association coordinates Day on the Hill every year. On this day, Virginia mortgage lenders gather at the Virginia Capitol to meet with their delegates and senators. The meetings on Day on the Hill provide members with an opportunity to discuss upcoming legislation that may impact the mortgage industry and an opportunity for the legislators to ask questions of the mortgage lenders. Here are some tips to ensure that your day goes smoothly:

- **PREPARE.** If you have not already made appointments with your local legislators, make contact with their offices now. To find out who your legislator is go to <http://whosmy.viriniageneralassembly.gov/> If you do not have an appointment and wish to speak to a legislator follow these steps.
 - Approach the Legislative Aide outside the legislator's office and introduce yourselves as members of the VMLA (and as constituents, if applicable).
 - Ask if the legislator is available for a meeting.
 - If the legislator is not immediately available, ask for a good time to stop back by.
 - If the legislator doesn't have any time to see you at all, just ask the secretary if you can leave your VMLA Talking Points **and business cards** to pass along.
- **MAXIMIZE YOUR TIME.** Do your best to stick to the schedule provided. This schedule allows for the most time to visit legislators and have the greatest impact. Briefly describe the goals of the VMLA. Your meeting should last no more than 5-10 minutes.
- **STICK TO YOUR APPOINTMENTS.** Do your best not to be tardy to any appointments with legislators. Members of the General Assembly are extremely busy, so arriving late to an appointment could mean losing your slot all together. Similarly, try not to exceed the scheduled time.
- **FAMILIARIZE.** Before any meetings, be sure to know who you are meeting. Nearly every member has a website, and all can be found on the VA General Assembly website. Familiarize yourself with your surroundings. Offices change frequently, so it is best to check the office rosters posted at each elevator bank.
- **KNOW THE ISSUES.** While you are all familiar with the issues affecting mortgage lending, review the talking points provided and be ready to speak about them. Legislators want to know how to help. Any examples you can give involving issues with your institution specifically are great for legislators to hear.
- **ASK QUESTIONS.** Don't be afraid to ask questions. The members of the General Assembly will have no problem answering any questions you have, and many times a good question is a great

conversation starter. Also, if you are lost don't be afraid to ask as staffers are very friendly and willing to help.

- **SEE THEM ALL.** If possible, don't limit yourself to just your own legislator. Attempt to see as many as possible. The more who hear our message, the better! Legislators in leadership roles (majority and minority leaders in both houses) as well as those serving on key committees would be beneficial meetings. Information on those members can also be found on the General Assembly website.
- **COORDINATE.** Meeting in groups works well. If you are meeting with a legislator as a group leave one set of talking points with him or her. Inundating a legislator with repeated information is not always the best strategy.
- **PACK LIGHT.** The General Assembly building and Capitol are secured buildings. You will be required to go through security check points and metal detectors upon entering either building. It is always best to limit your belongings and dress like you were going to the airport. Have a form of identification handy.
- **DRESS WARM.** Remember it is February in Virginia and can get quite cold. We will be outside for some extended periods of time while waiting for security.
- **CONNECT.** Inform the legislator if you are a constituent. Remember to bring your business cards to give to legislators and offer to serve as a resource on mortgage lending issues. Feel free to bring information on your institution that helps share your story. Follow up with the legislator afterwards, thanking them for taking the time to meet and reiterating your offer to be a resource.
- **THANK THEM.** Thank the legislator for his/her time and leave your business cards behind (you can also point out that the VMLA's lobbyists' contact information can be found at the bottom of the Talking Points).