



The VISIT Preparation Checklist!

Here are some reminders for you as you prepare for your legislator to visit:

Before the visit

- Remind:** your supervisor and co-workers about the upcoming visit.

- Photos:** Find someone who has a camera and can take photos during your visit. This could be someone you work with or someone else who will be there during the visit.

- Your Message:** Think about what you want to say to your legislator. What do you want to tell your legislator about employment for people with disabilities? **See the attached document "Tips for your Visit" to help with your visit*

After your visit, you will receive a Follow-Up Kit in the mail. The kit will include:

- A "Thank You" card to send to your legislator along with a picture.

Also, please **email photos from your visit** to Meredith Smith, Smithm10@michigan.gov



Tips for Your Visit

The Big day has arrived!!- Here are some tips to help you through your visit

- **Meet & Greet:** Meet your legislator when they arrive and introduce yourself. Tell the legislator what to expect
- **Introductions:** Introduce your legislator to your supervisor and co-workers.
- **Tour:** Give your legislator a tour of your workplace
- **Show:** Show your legislator what you do at work. Have them help you with your job.
- **Tell:** Tell your legislator why your community-integrated job is important to you. * *see suggestions below as well*
- **Thanks:** Thank your legislator for visiting you at work!

Things you could talk about

- ✓ How you got your job
- ✓ What do you do at your job
- ✓ Dreams/goals for the future
- ✓ Why it's important to work in the community
- ✓ How your co-workers help you
- ✓ Talk about why do you like your job