FFA Legislative Visit Checklist

Legislative visit checklist for FFA members preparing to meet with elected officials, covering appointments, messages, materials, manners, and follow-up so the visit is respectful and effective.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Get school approval for the visit	☐	☐	☐
Schedule the appointment	☐	☐	☐
Research the official and their district	☐	☐	☐
Choose key messages	☐	☐	☐
Prepare short talking points	☐	☐	☐
Bring chapter materials	☐	☐	☐
Dress in official dress	☐	☐	☐
Be polite and be on time	☐	☐	☐
Send a thank-you note	☐	☐	☐
Report back to the chapter	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Check official legislative websites to confirm names, offices, and how to request a meeting.