

# Contacting your State Legislator

The following advice is based on information provided by the State Universities Annuity Association.

## Fundamental “Dos”

- Specifically ask for support of your position
- Address your legislator properly
- Write legibly (handwritten letters are fine if they are readable)
- Be brief, to the point, and discuss only one issue in each letter
- If possible, give an example of how the issue affects you personally. Use your own words and your own stationery
- Include your address and sign your name legibly
- Ask the legislator to explain his/her position in their reply
- Write your legislator when they do something of which you approve, not just when you are against something

## Fundamental “Don’ts”

- Do not send a postcard
- Do not sign and send a form letter.
- Do not begin on a righteous note (“as a citizen and a taxpayer” and/or “as a concerned citizen”)
- Do not apologize for writing and taking their time. If your letter is short and expresses an opinion, they are happy to give it consideration
- Do not be rude or threatening.
- Do not send a copy of your letter to other legislators; write each one individually
- If you choose to e-mail a legislator, do not use a university e-mail account

## How to address letters

When writing to a state senator, state representative, or the governor:  
The Honorable John Doe (or Jane Doe), State Senator, State Representative, or Governor (address).

## For salutation:

Dear Governor Quinn, Dear Senator, or Dear Representative.

## Contact information for elected officials

Contact information for legislators can be found at [www.legis.state.il.us](http://www.legis.state.il.us). Click on “Legislator Lookup” to search by your address or nine-digit zip code. You can also search for an individual name by using a search engine such as Google. Write the Senator/Representative for the district in which you live.

## *Contact Information for Elected Officials*

Addresses and telephone numbers for your legislators can be found online at [www.legis.state.il.us](http://www.legis.state.il.us). Click on "Legislator Lookup" to search by your address or nine-digit zip code. That same Web site allows you to type in the number of any bill to view it or check to see where it stands in the legislative process.

You can also search for an individual name using a search engine such as Google. Most officials have a Web site.

### *U. S. Senators from Illinois*

#### **U. S. Senator Mark Kirk (Republican)**

[http://www.kirk.senate.gov/contact\\_form.cfm](http://www.kirk.senate.gov/contact_form.cfm)  
607 E. Adams Street, Suite 1520  
Springfield, IL 62701  
(217) 492-5089

387 Russell Senate Office Building  
Washington, D.C. 20510  
(202) 224-2854

#### **U. S. Senator Richard J. Durbin**

<http://durbin.gov> and choose "Click to Send E-mail"  
525 S. Eighth St.  
Springfield, IL 62703  
(217) 492-4062

309 Hart Senate Office Building  
Washington, D.C. 20510  
(202) 224-2152

### *Elected U. S. Representatives from the Illinois State University area*

#### **11<sup>th</sup>, U.S. Representative Adam Kinzinger (Republican)**

<https://kinzinger.house.gov/contact-me/email-me>  
116 N. Chicago St., Suite 401  
Joliet, IL 60432  
(815) 726-4998

1218 Longworth House Office Building  
Washington, D.C. 20515-1311  
(202) 225-3635

**15<sup>th</sup>, U.S. Representative Timothy V. Johnson (Republican)**

[rep.johnson@mail.house.gov](mailto:rep.johnson@mail.house.gov)

2004 Fox Drive  
Champaign, IL 61820  
(217) 403-4690

(202 N. Prospect Road, Suite 203  
Bloomington, IL 61704  
(309) 663-7049  
(309) 663-9880 (facsimile)

1229 Longworth House Office Building  
Washington, D.C. 20515  
(202) 225-2371  
(202) 226-0791 (facsimile)

*Elected State Senators/Representatives from the Illinois State  
University area*

**44<sup>th</sup>, State Senator Bill Brady (Republican)**

[billbrady@senatorbillbrady.com](mailto:billbrady@senatorbillbrady.com)

2203 Eastland Drive, Suite 3  
Bloomington, IL 61704  
(309) 664-4440

**53<sup>rd</sup>, State Senator Shane Cultra (Republican)**

320 N. Plum Street  
Pontiac, IL 61761  
(815) 842-3632

**88<sup>th</sup>, State Representative Dan Brady (Republican)**

[dan@rep-danbrady.com](mailto:dan@rep-danbrady.com)

202 N. Prospect Road, Suite 203  
(309) 662-1100  
(309) 662-1150 (facsimile)

**106<sup>th</sup>, State Representative Keith P. Sommer (Republican)**

[sommer@mtco.com](mailto:sommer@mtco.com)

121 W. Jefferson Street  
Morton, Il 61550  
(309) 263-9242

*Elected State Executive Officials – Springfield offices only*

**Governor Pat Quinn (Democrat)**

[www.illinois.gov](http://www.illinois.gov) and choose "Contact the Governor"

207 State Capitol  
Springfield, IL 62706  
(217) 782-6830

**Lieutenant Governor Sheila (Democrat)**

[ltgov@mail.gov.state.il.us](mailto:ltgov@mail.gov.state.il.us)

214 State Capitol  
Springfield, IL 62706  
(217) 782-7884

**Attorney General Lisa Madigan (Democrat)**

[Attorney\\_general@atg.state.il.us](mailto:Attorney_general@atg.state.il.us)

500 S. Second Street  
Springfield, IL 62706  
(217) 782-1090  
Consumer Protection/Senior Citizen Hotline (800) 243-0618

**Secretary of State Jesse White (Democrat)**

[JesseWhite@ilsos.net](mailto:JesseWhite@ilsos.net)

213 State Capitol  
Springfield, IL 62706  
(217) 782-2201

**Comptroller Judy Baar Topinka (Republican)**

[www.ioc.state.il.us](http://www.ioc.state.il.us)

210 State Capitol  
Springfield, IL 62706  
(217) 782-6000

**Treasurer Dan Rutherford (Republican)**

[webmaster@treasurer.state.il.us](mailto:webmaster@treasurer.state.il.us)

219 State Capitol  
Springfield, IL 62706  
(217) 782-2211