

A L L E G H E N Y C O U N T Y



Use your voice



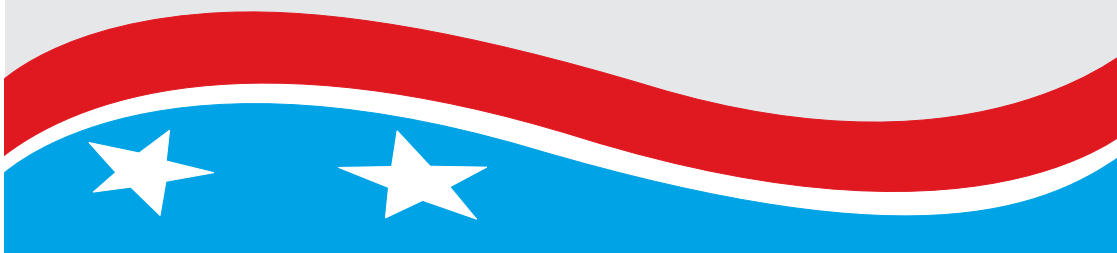
Duquesne Light

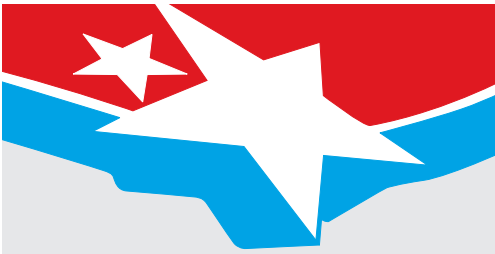
Our Energy...Your PowerSM

“Democracy works
with your participation.”

Morgan K. O'Brian

Morgan K. O'Brian
President
Duquesne Light Company





Letter Writing Tips

Writing legislators and public officials is one of the most effective means of participating in the government decision-making process. Letters are one of the primary means for legislators to know how their constituents feel about an issue. A carefully composed letter can change a legislator's mind.

Writing a letter is not difficult. Here are a few tips that apply to writing to local, state or federal officials.

- Timing can be crucial. The earlier a letter is sent, the better your chances of influencing your legislator's position on an issue. A follow-up letter just before a key vote also may be helpful.
- Write on your personal stationery if it's your own view or on business letterhead if you are presenting a company position.
- A handwritten letter is acceptable and often welcomed, provided it is legible.
- A legislator is referred to as "The Honorable" [The Honorable John Doe] on the envelope and inside address. "Dear Senator" or "Dear Representative" [Dear Representative Doe] is permissible for the salutation.
- Be sure that your name and address are on both the letter and the envelope.
- Limit your letter to one subject.
- Refer to a specific issue or request. Include a bill number [e.g., House Bill 90 or Senate Bill 52] when writing about a specific piece of legislation.
- Be brief. Limit your letter to one page, two at the very most.
- Be factual and relate your viewpoint to local conditions/needs.
- Be polite and reasonable. A positive-sounding letter is an effective tool even when asking your legislator to oppose a piece of legislation.
- Write thank-you letters when legislators have voted in accordance with your wishes. When they vote to the contrary, you may want to voice your displeasure; do so tactfully.

Your opinion is important. Legislators cannot be the voice of the people unless they know what their constituents are thinking. Use your voice to make sure legislators have the information they need when making important decisions.

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Senator Arlen Specter (R)

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Fax: 412-644-4871

CAPITOL ADDRESS

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Phone: 202-224-4254

Fax: 202-228-1229

Website: www.senate.gov/~specter/

E-mail via Website

Senator Rick Santorum (R)

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Fax: 412-562-4313

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Fax: 202-228-0604

Website: www.senate.gov/~santorum/

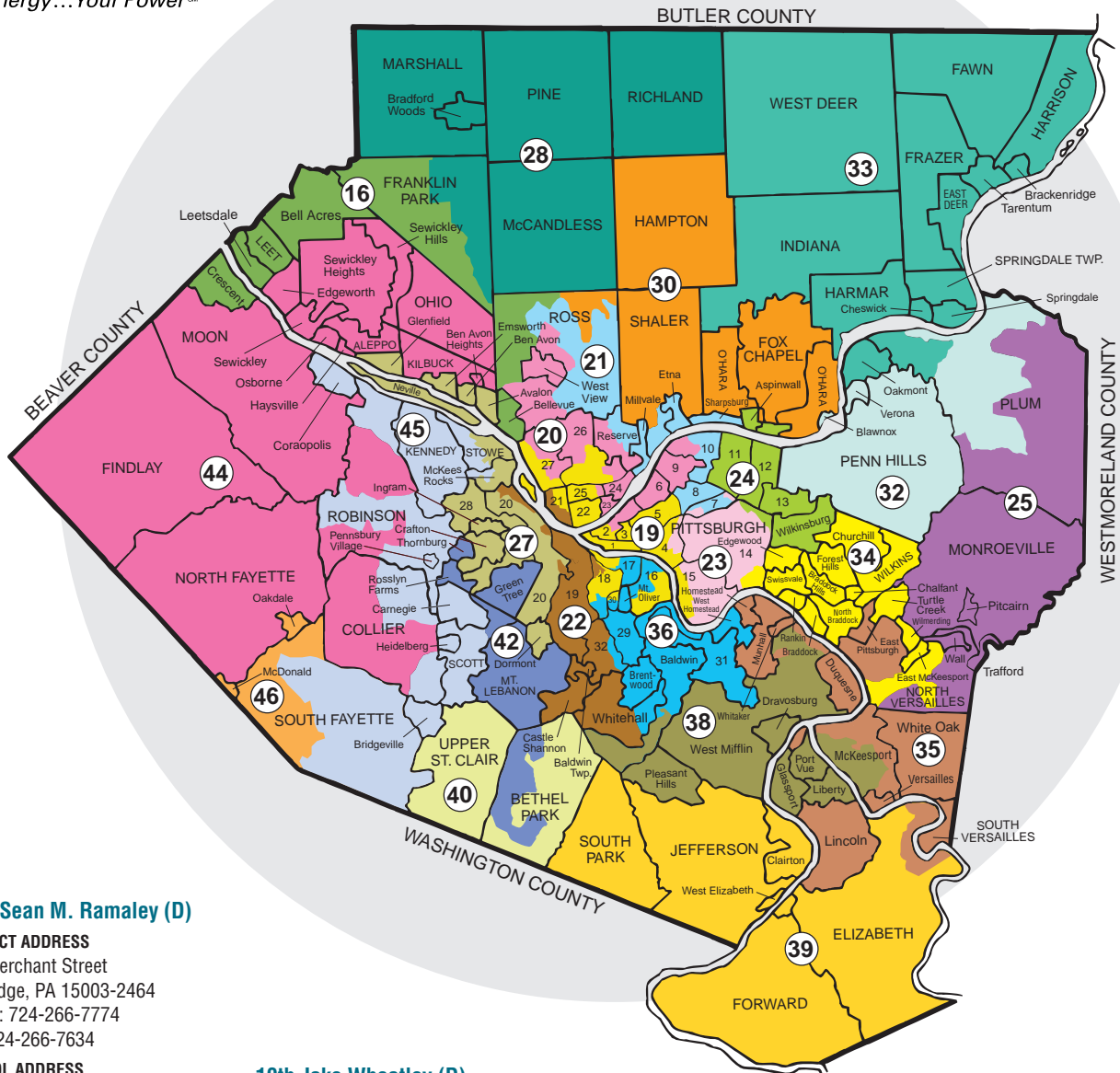
E-mail via Website



Duquesne Light

Our Energy...Your Power™

STATE LEGISLATIVE DISTRICTS



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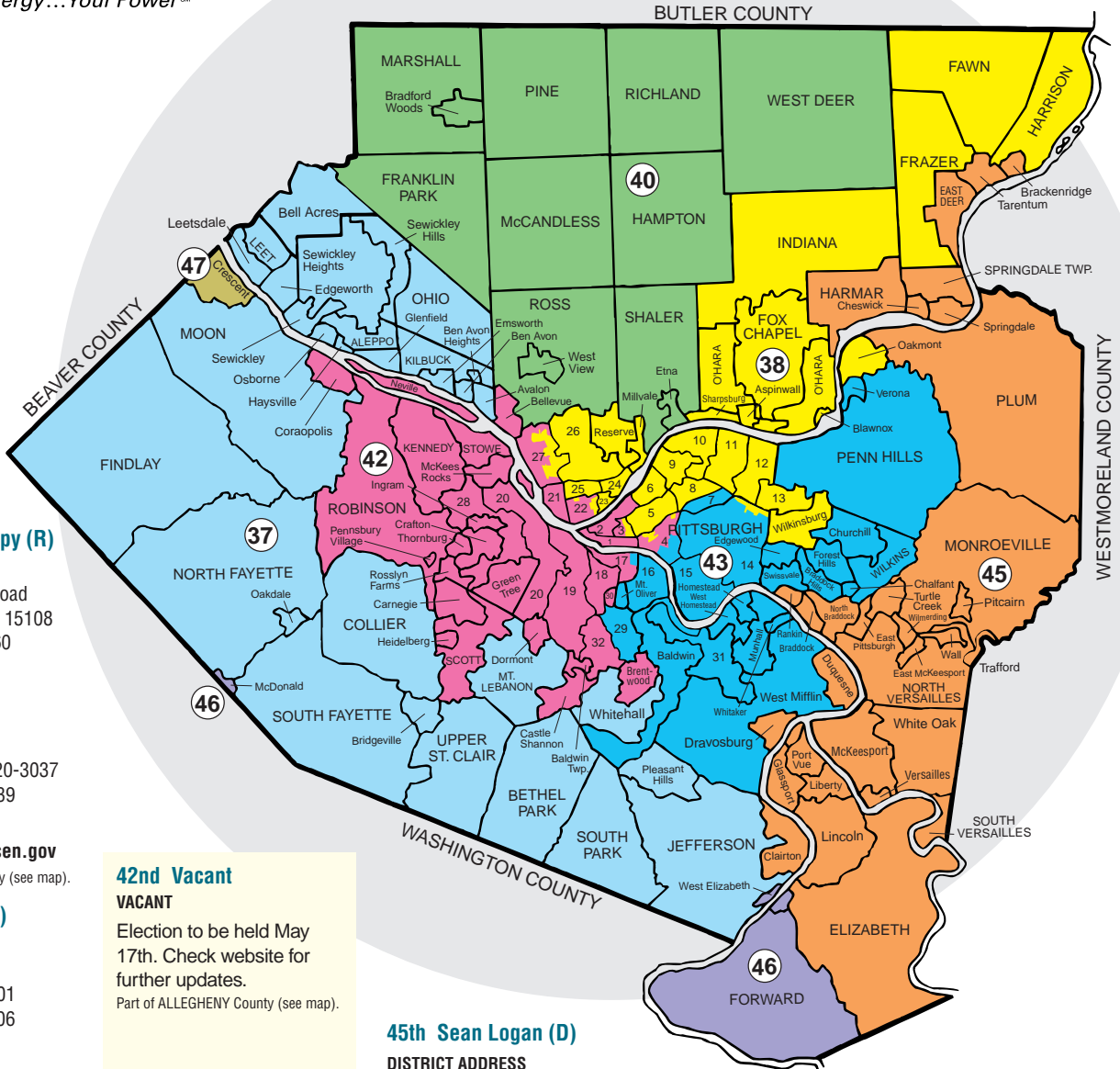
54th John Pallone (D)

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STATE SENATORIAL DISTRICTS



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42nd Vacant

VACANT
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47th Gerald J. LaValle (D)

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**Allegheny County Chief Executive
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Fax: 412-350-4360

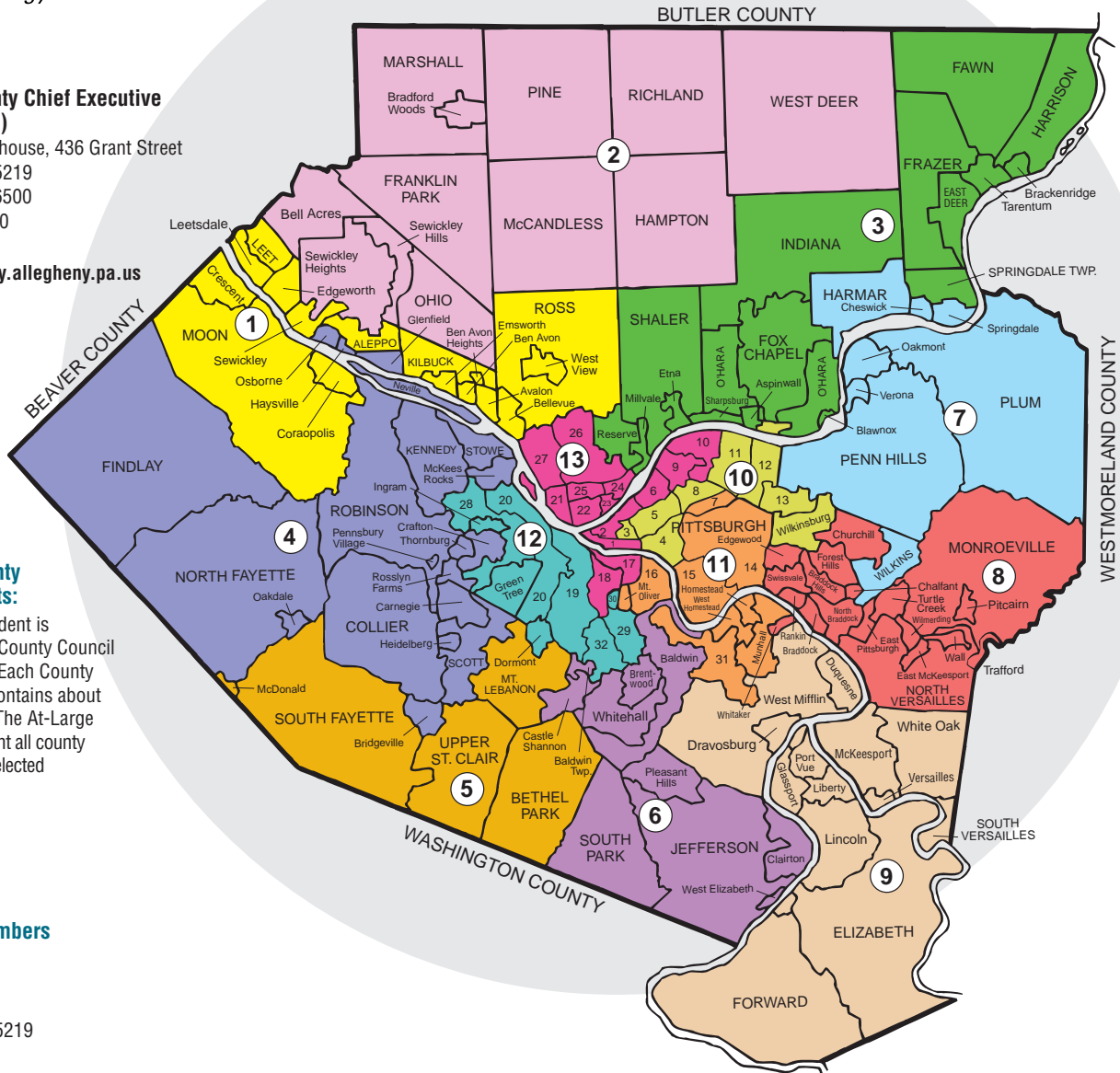
E-mail:
executive@county.allegheny.pa.us

Allegheny County Council Districts:

Every county resident is represented by a County Council District Member. Each County Council District contains about 100,000 people. The At-Large members represent all county residents and are elected countywide.

All Council Members are located at

119 Court House
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Pittsburgh, PA 15219



District 1 Ronald L. Francis (R)
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District 11 Rich Fitzgerald (D)
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District 12 City Council will appoint someone to fill this vacancy by April 15. Seat to be officially filled in November general elections.
Check our website for further details.

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