**Instructions:**

Below are some helpful tips and a template letter to customize to contact your state representative/senator.

While staff may typically filter out generic responses, personalizing your message by putting a face and name to a local business can be a powerful tool for driving the change we need. It will take about five minutes. Make it your own.

1. Email the right Representative/Senator. Plug in your business address into these links if you are unaware: https://www.house.mi.gov/#findarepresentative https://senate.michigan.gov/FindYourSenator/
2. Introduce yourself, and tell them who you are.
	1. What your business is, where it is, how many people you employ, etc.
3. Include any additional details you'd like them to know.
	1. i.e., primarily seasonal employees, second jobs, how long you've been in the community
4. Let them know how the new changes will negatively affect your business.
	1. i.e., 3-day no-call-no-show, sick leave being extended to seasonal and temporary workers, tip credit expiring/higher labor costs resulting in eliminating jobs.
5. Ask for their support of HB 4001 and HB 4002 to prevent job loss and for them to respond to you.

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**Sample Letter:**

Representative XXX or Senator XXX,

My name is XXX, and I am the owner of XXX Golf Course in XXX.

XXX has been in business since XXX, hosting charity fundraising outings, weddings and family memories. We provide XXX jobs for the community. Being a golf facility, our employees range from first jobs, last jobs, second jobs, and seasonal jobs.

In addition to being one of Michigan's favorite recreational activities, the golf industry supports over 61,000 jobs across the state. Many of these jobs are in danger without your legislative action.

The passage of HB 4002 is vital for maintaining a thriving golf industry:

* Golf is a seasonal and weather-dependent business; most facilities can only remain open as long as the weather cooperates. This uncertainty presents many challenges with staffing as it's a very labor and time-sensitive business.
* Almost every golf facility qualifies under the "small business" definition, having 50 or fewer employees and many working less than 25 weeks per year.
* Courses need to be able to enforce their own notice and documentation policy for leave. Scheduling is already difficult before allowing a 3-day no-call-no-show policy.

HB 4001 provides desperately needed fixes for employers and employees:

* Eliminating the tipped wage credit would inevitably result in increased menu prices, reduced tips, and reduced job opportunities at our golf course facilities.
* This change likely leads to job losses for many and lower wages for those in service positions.

Feel free to reach out to me with any questions. I look forward to your response, and I urge your support for HB 4001 and HB 4002.

Sincerely,

XXX