

## Capitol Experience Tips

- The Legislative Session begins the second Monday in January and ends the first part of April. The best months to plan an event are February and March on a Tuesday, Wednesday or Thursday.
- Avoid “turn around” which is approximately 45 days into session and usually on a Tuesday. Neither the House or Senate are in session during this time.
- You’ll primarily want to target High School Juniors and Seniors to attend Capitol Experience as they are studying Government in school.
- Ask your legislator(s) to let the Sergeant-at-Arms know that your county will be attending so it will be announced during the Senate and House sessions.
- If for some reason you’re allowed in the House or Senate Chambers when they’re not in session, never sit in the legislator’s chairs.
- You may use CapWiz to locate your legislators. CapWiz can be accessed at [www.kfb.org](http://www.kfb.org).
- Due to security and construction issues, there is only one entrance to the Capitol and the location is subject to change. Be sure to check prior to your event.
- There are security checkpoints at the Capitol and the Judicial Center so you and your baggage may be scanned and/or searched.
- If you are traveling to the Capitol by bus, contact Legislative Services at 785/296-0399. This is very important as they need information concerning the number of buses and where they are coming from to provide parking passes and directions on exactly where to park.
- The parking garage is limited to 2 hour parking and this is strictly enforced.
- As a public building, the Capitol is a forum for different groups and their displays.
- If you decide to take a tour of the dome at the Capitol be aware that there are 296 steps to the top.
- The gentleman working the snack bar on the first floor of the Capitol is visually impaired, you may need to announce your presence.

## Handy Websites

- Kansas Farm Bureau - [www.kfb.org](http://www.kfb.org)
- Kansas Government - [www.kansas.gov](http://www.kansas.gov)
- Kansas Secretary of State - [www.kssos.org/](http://www.kssos.org/)
- Kansas Attorney General - [www.ag.ks.gov](http://www.ag.ks.gov)
- Facilities Management - [admin.ks.gov/offices/ofpm](http://admin.ks.gov/offices/ofpm)
- Kansas Department of Transportation - [www.ksdot.org](http://www.ksdot.org)

