



County Farm Bureau Capitol Experience Train -the -Trainer

- *Contact List*
- *Capitol Experience Tips/Handy Websites*
- *Sample:*
 - Registration Form*
 - Code of Conduct*
 - News Release*

Registration Packet Materials - Section I

- *Sample information letter to Conferees*
- *Sample Agenda*
- *Capitol Grounds Map - (indicates parking and location of additional sites)*
- *Topeka Visitor Map*
- *Capitol Information*
- *What to Wear, What to Do, Where to Be and What to See....*

Registration Packet Materials-Section II

- *How the Kansas Legislature Works*
- *Tips on writing Congress, or your Legislator*
- *Welcome to the Kansas House of Representatives/District Map*
- *Welcome to the Kansas Senate/District Map*
- *Legislative Glossary*
- *Statehouse "Hall of Fame" (ten men whose names are inscribed on the walls of Representative Hall)*
- *Event Evaluation*

Handouts - Section III

- *Know Your Kansas Legislature*
- *Capitol Fact Finding Mission! (Worksheet - Answers on back)*
- *Kansas at a Glance (information on Kansas People, History, Facts & Symbols, Government, Geography & Natural Resources and Commerce & Industry)*
- *Capitol Word Find*
- *Great Seal of the State of Kansas*
- *State Capitol - Self Guided Tour*
- *Sorry I Missed You! (Note cards to leave for Legislators)*
- *Judicial Center Information*
- *Information Cards - Governor Kathleen Sebelius,
Secretary of State Ron Thornburgh
Kansas Attorney General Phill Kline*

