

Maine Municipal Association

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To: Subscribers to MMA's *Legislative Bulletin*

Fr: Laura Ellis

Re: Your *Bulletin* delivery preference

Date: December 21, 2018

Before the beginning of each legislative session we survey subscribers of MMA's *Legislative Bulletin* to make sure you are receiving the *Bulletin* according to your preference.

Background. On every Friday during the entire legislative session we post that week's *Legislative Bulletin* on our website (www.memun.org) and distribute about 3,400 copies.

- 2,150 are printed and distributed to municipal officials by U.S. mail;
- 1,100 *Bulletins* are sent to municipal officials electronically via e-mail; and
- 120 municipal officials receive both the hard-copy and electronic version.

The purpose of this memo is to make sure the *Bulletin* is being sent to you in the most effective way.

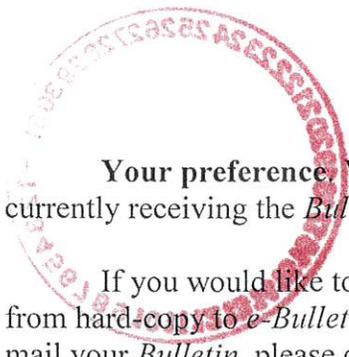
Since the e-mailed *Bulletin* gets to you several days faster than the hard-copy distribution our primary concern is that you get to read the *Bulletin* in a timely way. The Friday morning distribution provides readers with the opportunity to immediately contact your legislators on all matters that are important to your community and local government.

For hard-copy recipients, we want to make sure we have your best mailing address. Many elected municipal leaders receive their hard-copy *Bulletin* at the Town Office or City Hall because they have generally requested that all MMA mailings go to the town office rather than their home address.

If this means that you're not catching up with your copy of the *Bulletin* for up to a week or more after it's distributed, we're hoping you will reconsider. The whole point of the *Bulletin* is timeliness, to make sure municipal leaders know about the legislation being considered during the week of publication, and to generate an immediate and informed municipal response.

Therefore, if you would be willing to have the *Bulletin* mailed to your home so that you can receive it more promptly, we hope that you will give us your home mailing address. If you choose to receive the *Bulletin* at your home, it will not change where you receive other MMA mailings.

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Your preference. With that background, please take a moment to consider how you are currently receiving the *Bulletin* and whether you want to change how it is distributed to you.

If you would like to make a change in the delivery of your *Bulletin*, whether it be to go from hard-copy to *e-Bulletin*, receive it both ways, or to merely change the address to which we mail your *Bulletin*, please contact me by calling or e-mailing me at 1-800-452-8786 ext. 2207 or Lellis@memun.org. There is no need to contact me if you do not want to change your delivery options.

Thank you very much for your attention to this memo.