In an effort to accommodate as many scheduling requests as possible, my staff and I ask that all inquiries be submitted in writing. In order to help us best coordinate your meeting, please include the following information:

- Date(s) of request
- All attendees' names and hometowns
- Contact information for you and your group - including day phone, mobile phone, e-mail, and address.
- A detailed description of the subject matter you wish to discuss.

Requests to meet in Washington D.C. can be emailed here or faxed to 202-225-5823.
Requests to meet in South Dakota can be emailed
here
or faxed to 605-367-8373. Thank you for your interest and I look forward to hearing from you. If you have any questions regarding scheduling requests, please contact my scheduler by calling 202-225-2801.