Dear Mr. Ellis,

Thank you for contacting Senator Jerry Moran regarding your upcoming trip to Washington, DC. I have scheduled the following tours for your group:

U.S. Capitol:\*

Friday, October 4, 2019 @ 9:30 a.m. (5 people)

Friday, October 4, 2019 @ 2:30 p.m. (8 people)

Please come to Senator Moran's office in Room 521 in the Dirksen Senate Office Building, which is just north of the U.S. Capitol. The public entrance is at the intersection of Constitution Avenue and First Street, NE. A member of the staff will take you on a tour of the U.S. Capitol building. This tour lasts approximately 45-60 minutes, and afterwards, you may visit the House and/or Senate Galleries with passes your guide will give to you. There may be other families coming on the same tour, so please try your best to arrive on time. If you are unable to come to this tour, or if you are running late, please call our office (202-224-6521). Thank you!

Closest Metro Stop: Union Station

\*Please let me know the NAME and CITY OF CURRENT RESIDENCE for each person who will be on the Capitol tours, so that I can add your party to our schedule for this tour. Please group them by “time,” so that I can put the correct names on the schedule at the correct time. Thank you!

 You should receive notice, directly from the White House, about two weeks prior to the dates I requested for that tour, as to whether your request is approved or denied, so please watch for that (also check your spam folder). If your tour is approved, you will also receive a "boarding pass," containing the security guidelines and instructions for the tour.

Please let me know if you have any questions, or if you do not hear from the White House. I hope you will enjoy your trip!

Sincerely,

Jeanette Featherall

Office of Senator Jerry Moran