

## Electronic Newsletter & Group Emailing Guidelines

Legislative electronic newsletters, and other email group distributions, are for the purpose of sharing information with the public and are not to be used for partisan or campaign purposes. Electronic communications which contain partisan content or campaign material should not be sent using state funded computer applications or from state email addresses. State funded programs should not be used to post content onto social media or websites.

Examples of appropriate content for Idaho Legislative Newsletters and other group distributions include:

- A description of what has recently occurred in the legislature
- Information of how the sender and other individuals voted on a bill
- An explanation of the sender's view of the issues
- Informative news about what is currently happening in the legislature
- Heads up information about what will be happening in the future

Email sent using state funded email services should not contain partisan or campaign content such as but not limited to:

- Stating a political party's platforms or positions
- Endorsing political candidates
- Negative comments about another political party
- Announcements of partisan events
- Solicitation to donate or attend partisan fundraisers
- Encouragement to vote in an upcoming election
- Links to partisan or campaign websites

Elected officials using their own email or electronic news service should follow the same rules when sending out legislative newsletters and other official correspondences. Partisan and campaign communications may only be sent using private email accounts and newsletter services. Partisan or campaign electronic mailings should not contain the state seal or state email addresses.