

How to Use the Opinion Center (Telephone Calls, Mail and Faxes)

Logging a New Opinion

1. From the **Messages Big Menu**, select **Opinion** under the **New** column.
2. In the **Method In** field, select the appropriate incoming method (e.g. *Telephone, Fax, or US Mail*)
3. Enter the constituent's **Comments** (e.g. Questions on the budget, etc.).
4. Type the **Name and Address** in the appropriate fields and click the **Search** button.
5. Either select an existing Contact or the **Add New Contact** radio button.
6. If appropriate, select an **Affiliation(s), Issue(s), Assigned To, Method Out, Form Letter, and/or Batch Name**.
7. Click the **Respond** button to create a *Pending* Message record or click **Do not Respond** to create a *Closed with No Response* Message record.
8. Once the message information has been saved, the screen will refresh to enter the next opinion.

New Opinion

Name and Address

Mr. Dan Quorum

2700 Prosperity Ave

City

State

22031

7032060030

Dan.Quorum@leidos.com

Search

- Add New Contact VA11 (Verified)
- Mr. Co-Sponsor Quorum [7032164](#)
2700 Prosperity Avenue Fairfax, VA 22031-4339, VA11
- Brigadier General John Quorum [7029555](#)
2700 Prosperity Avenue Fairfax, VA 22031-4339, VA11
499 South Capitol Street SW, Suite 400 Washington, DC 20003-4004, DC01
105 Twin Oaks Road Linthicum Heights, MD 21090-2116, MD02
2110 Overlook Court Bel Air, MD 21015-6390, MD01
President Lockheed Martin 105 Twin Oaks Road Linthicum Heights, MD 21090-2116, MD02
Lockheed Martin 2700 Prosperity Avenue Fairfax, VA 22031-4339, VA11
Jodi.Hughes@lmco.com
703/206-0030 (Cell Phone)
133894903810531 (Facebook)
999-274-7629 (Home Phone)
- Ms. Lindsay Quorum [7052784](#)
2700 Prosperity Avenue Fairfax, VA 22031-4339, VA11
499 South Capitol Street SW Washington, DC 20003-4013, DC01
lindsay.quorum@mail.house.gov
Do Not Mail

Method In Telephone Call

Attachments

Date In 11/1/2018

Comments Support Balanced Budget Amendment

Affiliations EMAIL.OPTIN - Email Optin to Newsletter Subscription +

Issues BUD.BAL.P - Balance Budget Amendment - Pro +

Assigned To Legislative Correspondent1 Override

Method Out E-Mail

Form Letter Select a letter [New](#)

Batch Name Select a batch [New](#)

Suggested Phone Script(s) —

Thank you for contacting us and expressing your thoughts. We understand that balancing the budget is a monumental task and we very much appreciate you taking the time to contact us and share your opinion.

Recent Letters...

Select a recent form letter