

CHECKLIST FOR OBTAINING CAR WASH REGULATIONS

- Obtain copy of current regulations (if any) affecting car wash industry.
- Analyze current regulations to determine what changes are needed.
- Clearly identify each change and how the car wash industry is affected by the current regulations, and how the community/our industry will benefit from a change in regulations.
- Gather data on the local car wash industry (i.e., number of car washes, type, employees, payroll, location of washes, etc.) and produce a local industry fact sheet in bullet form.
- Gather support from other industry members by organizing under association (i.e., hold meeting, provide invitations, etc.).
- Educate local industry members on issues and desired solutions and obtain information needed for future communication and contact.
- Organize industry group under association name for approaching lawmakers and appoint a spokesperson.
- Contact local government administrator responsible for implementing and suggesting changes to existing regulations, arrange a meeting with a definite date, time, and place.
- Educate administrative officials regarding issue and proposed solution using industry data as compelling justification for change in regulations.
- Offer to work with administrator in solving problem by providing draft regulations/other information as needed.
- Obtain commitment from administrator/administrative staff to support proposed modifications and work with industry on it.
- Provide follow up letter to administrator/ administrative staff providing draft ordinance and/or regulation amendments.
- Verify placement of issue on local law making body's agenda or docket.
- Contact local lawmakers to educate them on issues and obtain support for proposed regulations and amendments
- Coordinate industry members and their employees in their efforts to contact local legislators/ lawmakers by phone and/or letter prior to consideration of regulations / amendments to regulations. (Use caller contact sheet and/or letter contact sheet to assure continuity in message.)
- Prepare for meeting of local law making group by calling a pre-meeting strategy session.
- Identify the number of operators, employees, and other affected persons who will be present at lawmaking session for visual showing of support of regulations / amendments.
- Identify individuals who will speak at the meeting of the legislative body in support of regulations and/or amendments.
- Coordinate with administrator / administrative staff regarding their presentation to lawmakers and the industry's presentation.
- Attend meeting and provide comments in support of regulations and/or amendments.
- Follow up with administrator and/or administrative staff to implement new regulations by providing forms, industry support, etc.