

“I am a lifelong West Virginian that believes today's challenges demand bipartisan solutions. I support commonsense policies that promote economic growth, unleash energy potential, lift up working families, and build a better West Virginia for the next generation. I am so proud to serve the great state of West Virginia in the United States Senate.”

Shelley Moore Capito

U.S. Senator Shelley Moore Capito

Washington, DC
172 Russell Senate Office
Building
Washington, DC 20510
Phone: 202-224-6472

Charleston, WV
500 Virginia Street East
Suite 950
Charleston, WV 25301
Phone: 304-347-5372

Martinsburg, WV
300 Foxcroft Avenue
Suite 202A
Martinsburg, WV 25401
Phone: 304-262-9285

Morgantown, WV
48 Donley Street
Suite 504
Morgantown, WV 26501

For more information or if you have any questions about our services, please visit:

www.capito.senate.gov

For all media inquiries, please contact:

Kelley Moore, Communications Director

Email: Kelley_Moore@capito.senate.gov

Phone: 202-228-1462

SHELLEY MOORE
CAPITO
United States Senator for West Virginia

Guide to
**CONGRESSIONAL
SERVICES**



FOLLOW ME ONLINE

Facebook: Senator Shelley Moore Capito

Twitter: @SenCapito

Instagram: @SenCapito



SCAN HERE TO LEARN MORE!



CONSTITUENT SERVICES

ACADEMY NOMINATIONS

I have the honor and privilege to recommend some of West Virginia's finest men and women to attend the United States Service Academies. My office is accepting applications from West Virginia students.

FLAG REQUESTS

My office is happy to help West Virginians purchase an American flag that can be flown over the U.S. Capitol to commemorate a special occasion, event, or holiday. If you have any questions, please contact our Flag Coordinator at (202) 224-6472. Please note flags are mailed within one month of the date they are flown over the Capitol.

HELP WITH A FEDERAL AGENCY

One of my responsibilities as your U.S. Senator is to help West Virginians work with federal agencies. If you can't get an answer from a federal agency in a timely fashion, or if you feel you have been treated unfairly, my office may be able to help resolve a problem or get you the information you need. While we cannot guarantee you a favorable outcome, we will do our best to help you receive a fair and deserved response to your problem.

INTERNSHIPS

Internships in my Washington, D.C. and Charleston, W.Va. offices offer college students an introduction to the United States Senate. We offer internships in the summer and during the fall and spring semesters. Interns work alongside staff who are responsible for my administrative, legislative, and press operations. Internships are designed for college-age students who have completed at least one semester of undergraduate coursework.

MEETING REQUESTS

If you are interested in meeting with me or a member of my staff, please submit a request through my website.

VISITING WASHINGTON, D.C.

Tours of the U.S. Capitol can be made in advance through my website. My website provides information on several tours in Washington, D.C., including the White House, the FBI Headquarters, the Library of Congress, and more.

E-NEWSLETTER

If you are interested in receiving regular updates, please visit my website to subscribe to my newsletter.

FEDERAL GRANTS

My office can also offer guidance and key resources to help eligible grant seekers find information about federal grants, loans, and nonfinancial assistance, as well as private funding. Please visit my website to view these resources.

VETERANS' RESOURCES

My office can help provide information and assistance for our nation's veterans. If you are a West Virginia veteran and need help, please contact my Charleston office: 304-347-5372

PASSPORTS

If you are experiencing difficulty obtaining a U.S. passport or your application has exceeded the normal processing time, our office can make an inquiry on your behalf with the U.S. Department of State.