Correct Forms of Address

**Governor**

*Official/Business Address*
The Honorable (full name)  
Governor of Colorado  
136 State Capitol  
Denver, CO 80203-1792  

*Salutation:*  
Dear Governor (last name):  

Speaking to:  
“Governor (last name)”

**Speaker of the House**

The Honorable (full name)  
Speaker of the House  
Colorado House of Representatives  
State Capitol  
Denver, CO 80203  

*Salutation:*  
Dear Mr. or Ms. (last name) or  
Dear Speaker (last name)

*Speaking:*  
“Mr. Speaker”

**State Senator**

*Official/Business Address*
The Honorable (full name)  
Colorado Senate  
State Capitol  
Denver, CO 80203  

*Salutation:*  
Dear Senator (last name)

*Speaking to:*  
“Senator (last name)”

**State Representative**

*Official/Business Address*
The Honorable (full name)  
Colorado House of Representatives  
State Capitol  
Denver, CO 80203  

*Salutation:*  
Dear Mr./Ms. (last name) or  
Dear Representative (last name)

*Speaking to:*  
“Representative (last name)” or  
“Mr./Ms. (last name)”.

It is helpful to put the room number in front of *State Capitol* for house and senate members. The room number can be found at [https://leg.colorado.gov/legislators](https://leg.colorado.gov/legislators)