

BOOKING A LOBBYING MEETING

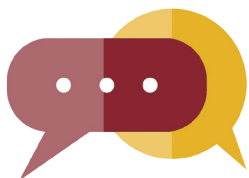
BY PHONE



Before you call:

- Have your calendar ready
- Work through your script
- Be ready for questions about the issue—but try not to go into the entire matter on the phone
- Make good notes

SCRIPT



Hello,

My name is (*your name*). I'm a member of the Union of Safety and Justice Employees, here in (*name of town or electoral district*) and a constituent of MP (*name of MP*). With whom am I speaking? (*Write down name of person who answers phone.*)

I'm phoning to book an appointment with MP (*name of MP*) for me and (*one, two*) of my colleagues.

We'd like to discuss issues that are important to us, and to the MP.

(*Wait for response*)

A) If they book a meeting directly:

Thank you! We'll see you on (*date*) at (*time*).
How long will we be able to meet for?

(*Wait for response*)

Thank you. Could I also please have an email address?
We'll send some materials to you.

(*End call and follow with email to confirm appointment*)

SCRIPT

B) If they ask what you want to meet about, give a very brief response:

We would like to talk about (*child care, affordability, health and safety*).

(*Wait for response—then to A) or C)*)

C) If they refuse the meeting:

Why can we not meet with our representative?

Will we be able to meet in the future?

(*Make notes and end call politely*)

BY EMAIL



Dear (*name of MP*), MP,

I am writing today, as a constituent of yours, here in (*name of town or electoral district*), to request a meeting with you and (*one, two*) of my colleagues.

We are members of the Union of Safety and Justice Employees, representing (*number of members in the electoral district*) in (*name of electoral district*). We would like to discuss issues of importance to us, including (*list one issue*).

I understand that the next constituency week is the week of (*Monday of the next constituency week*).

Would it be possible to meet that week?

I look forward to your response.

Kindest regards,

(*your name*)