



## **ORGANIZING MEETINGS WITH MPs IN YOUR AREA**

### **1. Team up with others in your area**

- Organize with others to cover as many MPs as possible. Working with others is also a good way to involve people knowledgeable about the different areas covered in the campaign.
- Make a list of MPs in your area and divide up responsibility for requesting meetings. (volunteers/interns can help with making lists of MPs). If possible, it is good to have someone at the meeting who lives or works in the MP's constituency.
- If you simply want to go ahead and visit one particular MP, that is great too.

### **2. Call the MP's office to ask for a meeting**

- To find out the name and phone number of an MP by postal code, go to:  
<http://www.parl.gc.ca/information/about/people/house/PostalCode.asp?lang=E&source=sm>  
You can also call Reference Canada at 1-800-667-3355.
- Call the MP's office and say that you would like a meeting to discuss some issues that have been identified as priority by a national organization (the CCR) and that affect people in the MP's constituency. Try to get at least 30 minutes for the meeting, but in any case make sure you know how much time is booked for you.
- See the sample letter (available at [www.reunification.ca](http://www.reunification.ca)), if you want to send a follow up letter (this may have useful language too for a phone call explaining the request for a meeting).

### **3. Plan the meeting**

- Once you have a meeting date, figure out who can go. For a meeting of 30 minutes or less, you may not want to have more than 3 people in the delegation (just the introductions can take up a lot of time).
- Please mention all the issues listed, but you are free to focus the meeting on just one or two. (This may actually be more effective if time is limited). Be sure to talk about the Family Reunification Manifesto and to ask for your MP to endorse it.
- Make sure you have at least one person on the delegation who is comfortable discussing any of the issues you are focusing on.
- Consider including in the delegation someone who is or has been personally affected by one of the issues. This is a very effective way of making the problems real and allows refugees to speak on their own behalf.
- Decide in advance who is going to say what (see below for suggestions). Plan your remarks carefully and be selective. You can't hope to communicate everything. It is better for the MP to go away with a few clear messages, than to be confused by too much information.
- If possible, find out in advance a bit about what the MP has done or said relating to refugees and immigration.

### **4. The meeting**

- See attached document for suggested strategy for the meeting.

### **5. Follow up**

- Send a letter to thank the MP for the meeting and include any further information that was discussed at the meeting or that you think may underline your points.
- Send an email to the CCR ([ccr@web.ca](mailto:ccr@web.ca)) with a brief summary of how the MP responded (whether positive or negative, what questions they asked) so that we can gauge how much support we have and what kinds of arguments we need to counter.