



Guide to lobbying your MP

Writing to/emailing MPs

Find out who your MP is at www.theyworkforyou.com.

Contact details for all MPs can be found at www.parliament.uk/mps-lords-and-offices/mps/

It is better to write your own personal letter/email than a standard or model letter as it shows the strength of feeling you have about the campaign. Relaying personal experiences about the campaign to your elected representative will help to illustrate the key issues.

If you intend to write your own letter you may wish to:

- Introduce yourself and say where you live and work
- Clearly and simply explain about the campaign, your MP may be unaware of the issues involved
- If you can, give examples of how you are personally affected and how your workplace is affected
- Be specific about what you would like your MP to do (i.e. table or sign an Early Day Motion, contact the government/arts bodies to raise your concerns, raise the issues with the Minister, ask questions in Parliament)
- Ask your MP to keep in regular contact with you and to give you copies of any responses they receive from other MPs or the Secretary of State.

At Parliament:

Pass through the security channels at the Cromwell Green entrance to the Houses of Parliament – be prepared for this to take up to 20 minutes.

- **If you have already arranged to meet your MP**

If you have pre-arranged to meet your MP at a specific time but not a specific location then please go to the information desk in the central lobby and say that you have arrived to see your MP. Bring with you any written confirmation of your meeting.

- **If you have not arranged to meet your MP**

If you have not arranged to meet your MP you will need to go and queue up at the information desk in the central lobby and you will need to collect and fill in a “green card.” Please note you can only lobby your own MP and you will need to know the name of your MP.

Once you have completed the green card and handed this to the information desk it will be dispatched to your MP. The information desk will be able to let you know quite quickly if your MP is not at the House of Commons.

If your MP is unavailable the fact that you have handed in a green card will mean that your MP will know you have requested a meeting and your MP will have to write to you in due course letting you know their views. You may then wish to take this opportunity to meet them in their constituency.

If the information desk does manage to contact your MP be prepared to wait for a while.

Please provide feedback to lmcmullan@equity.org.uk