### **Sample email invite: house visit**

Hello!  
I’m [WHO] and I’m a [WHAT? Leader with your local, steward, negotiator, CAT member] for your [Local/region]. As part of our efforts to engage with members about contraction negotiations I will be doing house visits this week to talk to people in my local. I plan to stop by on [DAY] around [TIME].

Because I plan to talk to a lot of people, I don’t have a specific time I will be stopping by. If you can’t or don’t want to answer the door, no worries! I will leave some information about our union and contract negotiations. You can feel free to reach out to me if you have any questions.

I hope I will be able to catch you!

Thanks,

Name

Title

Local/Region

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### **Sample email invite: Coffee Klatch**

Hello!

I’m [WHO] and I’m a [WHAT? Leader with your local, steward, negotiator, CAT member] for your [Local/region].

Our [Local/Region] is holding a coffee klatch at your worksite. On [DATE/TIME] at [OFFICE LOCATION] we will have coffee, doughnuts, and conversation until [TIME].

Please feel free to join us. Respond to this email if you have any questions or any dietary needs you have so we can make sure we have something for you!   
Thanks,

Name

Title

Local/Region

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### **Sample email invite: Site visit**

*For site visits, we usually bring lunch or breakfast to lure people out of their offices and have time set aside for one to ones.*

Hello!  
I’m [WHO] and I’m a [WHAT? Leader with your local, steward, negotiator, CAT member] for your [Local/region]. As part of our efforts to engage with members about contraction negotiations we are planning to do a site visit at your workplace. We hope to learn more about the members that work there and what they need in our upcoming contract fights.

We will be on site from [TIME] to [TIME]. We will be meeting in the [MEETING SPACE] with [DOUGHNUTS/COFFEE/ETC] then do a walkthrough of the workplace. Please feel free to stop by if you would like to talk to your [steward/regional directors/leader/etc.].

If you would like to meet one on one with your steward or regional negotiator, please let us know beforehand. We would love to meet with members and hear what is impacting them.

Thanks,

Name

Title Local/Region

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### **Sample email invite: Happy hour**

Hello!  
I’m [name] and I’m your [title] for your [local/region/site etc.]. I’m emailing to invite you to our [locals/regions] upcoming happy hour at [location] on [date/time].

We are inviting all represented employees to join us to meet others who work for the State of MN in our [region/local], learn about contract negotiations, and meet their stewards. MAPE will be buying non-alcoholic drinks and appetizers for people.

Please register at this link. [either hyperlink it or paste it]. Registering ahead of time helps us know how much space we need!

Thanks,

Name

Title Local/Region

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### **Sample email invite: One-to-one**

Hello!  
I’m [name] and I’m your [title] for your [local/region/site etc.]. I’m emailing you to see if you have about 45 minutes free to meet either in person or virtually in the next couple weeks. I’m working with statewide and local leaders to talk to people about our upcoming contract negotiations and what our members want to see in their contracts.

If we meet in person, I can meet you at a coffee shop local to you.

Here is my availability:

|  |  |  |
| --- | --- | --- |
| Monday | AM | PM |
| Tuesday |  |  |
| Wednesday |  |  |
| Thursday |  |  |
| Friday |  |  |

Please let me know what works for you. I am excited to hear back!

Thanks,

Name

Title Local/Region

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### **General email for events**

Hello!  
Please join [local number or regional number] for our upcoming event! We will be meeting on [date] at [time] at [location] to [what is this event for/what are you doing?].

Let us know if you have any questions about the event!

See you there!

Thanks,

Name

Title Local/Region

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### **Invite and reminder email: Phone bank**

Hello!

On [DATE] and [TIME] we will be hosting a phone bank to reach out to members and potential members for [what? Events/petition signers/etc.].

As you know, investing in our membership is the only way we build the power we need to win the contracts we deserve. We need support to reach out to members and potential members.

Please join me at [date] [time] via zoom or in person at [location].

We will have a script and short training for everyone!

Thanks,  
Name

Local/Title

Hello!  
Quick reminder of our phone bank on [DATE][TIME] and [location]. Please let me know if you have any questions or can’t make it.

See you soon!  
Thanks,  
Name

Local/Title

### **RRT and platform sign on**

Hello!  
Our elected negotiations team has been working hard to prepare for contract negotiations this summer. We recently launched our platform which can be found here [link]. Now is the best time for members and potential members to get involved.

Our power at the bargaining table comes from three places, organized membership, organized resources, and organized stories. Now is the time to recruit and engage members and tell the stories about why a good contract is needed.

Right now, you can get involved by signing onto our negotiation’s platform found [here.] You can also sign up to get rapid updates on contract negotiations and actions to win a strong contract.

If you are not a member or are unsure if you are a member, click here to join! The power we bring to the bargaining table comes from our membership, we can’t do this without you.

Keep an eye out for future updates from me in the future. And if you want to get even more involved, email me back to learn about our Contract Action Teams.

Thanks,

Name

Title Local/Region

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