

How To Organise A Petition Delivery



Support for your petition is growing, you've gathered hundreds of signatures and the community is fired up. There is one crucial step left – delivering your petition.

Heading to your local MP's office, petition in hand, is not only a really powerful way to engage directly with your local member, but it shows your supporters that the campaign is about driving real change in your community.

Read on to find out how to plan a successful petition delivery, then use the Petition Delivery Checklist to make sure you have everything in place – ready to deliver!

Plan the delivery

Delivering your petition is one of the most important, and exciting steps in your campaign. A snappy, eye-catching and fun action outside your MP's office, complete with bright placards and chants. It'll be a chance for the petition supporters to come together and get involved.

Step one: Contact your MP's office

About a week before, call your MP's office and let them know about the event – don't forget to mention that you're a constituent. **Be sure to ask if your MP is available to accept the petition in person.** (If they won't be in the office on your proposed day, ask if there's a time when s/he will be, that fits in with your schedule). On the day, nominated community representatives will head into the office and deliver the petition to the MP's staff.

Step two: Create an event on *CommunityRun*

If your petition has reached over 100 signatures, you will have the option to create events through CommunityRun. Having an event page is a great way to engage with your supporters and also encourage other community members to get involved.

Follow these easy steps to create an event:

1. Make sure you're logged in then head to your petition page
2. Click *Manage*
3. Head to the right-hand side and click *Organise Events*
4. Click on *Set Up an Event*
5. Fill in the event details and hit save – make sure you include plenty of detail!
6. Copy the event link and share with your supporters

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Step three: Invite your supporters

Using CommunityRun, email your supporters with the event details and link so they can RSVP online.

Follow these easy steps to email your supporters:

1. Make sure you're logged in then head to your petition page
2. Click *Manage*
3. Head to the right-hand side and click *Email Supporters*
4. Use the template provided at the end of this guide
5. Adapt the template for your event and send it to your supporters

When you're adapting the email for your event, include why the event is important, when and where it will happen and how they should RSVP. Make sure to email supporters as soon as you've confirmed your event with the MP's office.

Once you've done that, be sure to invite friends, family, neighbours and colleagues to join you. Invite your networks via email or Facebook, put up flyers around your local area and reach out to other community organisations. Spread the word!

Step four: Create an agenda

Planning how the event will run, will make sure it goes smoothly and that your group looks organised. Keep the action to under 30 minutes – short and snappy is better (see the example agenda below).

Step five: Invite the media

Choose the most strategic local media outlets to contact about your action. Local media will be your best bet, and a great way to ramp up the pressure on your MP. Which newspapers, radio or TV stations will have the most influence on your MP? Head to the media guide for more information on how to contact local media.

The more visually appealing your delivery, the more likely you are to get some great photos for local media to run.

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Example agenda

TIME	ACTIVITY
	You and anyone else in your organising team arrive at designated meeting place
~2mins	Participants arrive <ul style="list-style-type: none">• Hand out signs and any props• Introduce campaign leader• Explain how the event will run and brief them on any special details
~5mins	Walk to MP's office and organise participants for photos and media
~5mins	Start a few chants, pose for photos and chat to media
~2 - 5mins	Spokespeople address attendees, tell them why this issue is important to you
~5mins	Representatives head in to deliver petition – participants remain outside
~5mins	Representatives report back to group, take any last minute photos
~5mins	Move back to meeting place and regroup with attendees
	Wrap up and congratulate each other – you just acted as a representative of your community, and let your MP know that healthcare funding is important to you all

Share your story with the GetUp Community

Remember to report back to your supporters when you're back in front of a computer – they'll want to know their signatures are in the hands of their MP.

Your petition has the power to fire up members all over the country. If you received a response from your MP or candidate, let us know.

Email your petition delivery photos and stories to saveourhospitals@getup.org.au or Tweet them to us at: @GetUp using the #SaveOurHospitals hashtag



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Your petition delivery checklist

- Made contact with your MP's office
- Chose a time and date for the delivery
- Set up an event on CommunityRun (if you have more than 100 signatures)
- Invited your supporters to the delivery
- Devised a good photo opportunity (for example, a colourful stunt)
- Created an agenda
- Sent a press release to local media inviting them to the delivery
- Ready for petition delivery fun!

Can you take two minutes to tell us about your plans for delivering your petition?

Click here: www.getup.org.au/petition-delivery

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Email template

Inviting your supporters to the petition delivery

Dear supporters,

On [insert date] I'll be delivering the petition to save our [insert the name of the hospital] to the member for [insert the name of the electorate].

Thank you for all your support so far, as we near the home-straight it'd mean so much to me if you could help me out in two ways.

1. Come along to the petition delivery this [insert day]! This way we can show that the names on the petition are real people, who really care.

Here are the details:

When: [insert time and date]

Where: [insert location (include directions on how to get there)]

RSVP: reply to this email to let me know you'll be there!

Bring: friends and family! [what else would you like them to bring? Placards, umbrellas, costumes?]

2. Can you take two minutes now to spread the word about the petition by posting the link on Facebook or Twitter, or forwarding the link to everyone you know in the area?

Before we deliver our petition, let's make it as big as possible to show our Federal MP just how many of their constituents want to see them commit to restoring funding for our local hospitals.

[insert link to the petition]

Thank you for everything you do and hopefully I'll see you at the petition delivery!

[insert your name]