LEAGUE OF WOMEN VOTERS®
MINNETONKA, EDEN PRAIRIE, HOPKINS

# League of Women Voters Candidate Forum Invitation

Dear MN Senate 48 or House 48 A/B Candidate,

The League of Women Voters Minnetonka/Eden Prairie/Hopkins will hold a District 48 Senate and House A/B Candidate Forum on Wednesday, September 21, 2016. The candidates on the ballot in the November General Election (as determined by the August 9 primary) are invited to participate. It will be held at the Council Chambers of Eden Prairie City Hall, 8080 Mitchell Rd, beginning at 7:00 PM and ending at 8:30 PM. Doors will be opened at 6:30pm.

The purpose of the Candidate Forum is to give Eden Prairie and Minnetonka voters an opportunity to hear candidates discuss the issues of importance to them in this election. The event is free and open to the public. The candidates will answer written questions from the public during this moderated event. Written questions are also being accepted via our website at www.lwvmeph.org, where the submission form is located under Forum Questions tab.

League of Women Voter Candidate Forums follow the nonpartisan, unbiased and impartial format established by the League of Women Voters Minnesota. A League member will moderate the forum.

Specific rules governing the Candidate Forum are outlined on the enclosed Procedures. Please confirm your participation to League of Women Voters MEPH.

We look forward to hearing from you and to your participation in this educational event.

Sincerely,

League of Women Voters Minnetonka, Eden Prairie, Hopkins

Enclosures:
LWV MEPH Candidate Forum Procedures and Rules
LWVMN Candidate Participation Policy 2016

*The League of Women Voters Minnesota, a nonpartisan, 501(c)3 political organization, encourages informed and active participation of citizens in government and influences public policy through education and advocacy.*

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# What to expect at an LWV Candidate Forum- Information for Candidates

**Why participate in LWV forums?**

- League of Women Voters forums are well known for fairness and nonpartisanship and are a trusted source for voters for balanced information on candidates.
- As a candidate you can count on LWV to treat you fairly without bias or favoritism.
- Your participation in LWV forums is an expectation of voters.
- LWV forums are a great way to get your message out to the public as they are taped by local cable stations and aired multiple times before the election.
- Preparing for LWV forums can help you campaign more effectively by helping you to think through issues.
- Exposure and name recognition is the name of the game.

**How do I prepare for a forum?**

- Prepare opening and closing statements, usually one to two minutes in length (check your letter.) Practice them with a stopwatch before a mirror so that you can present them without reading.
    - Opening statements often include why you chose to run, what your priority issues are, what your qualifications are, and some background information.
    - Closing statements often include thanking citizens for their interest, why voters would choose to vote for you, and reiterating your highest priority issues.
- Questions from the audience, to a certain extent, can be predicted. Hot and emerging issues might be suggested by:
    - Listening to citizens as you door knock and talk to voters.
    - Attending meetings of the board or council you are running for.
    - Reading the minutes of past meetings.
    - Asking elected officials, staff and involved citizens.
- Research various points of view and determine your position.
- Prepare talking points to use if the issue comes up in the forum.

**How will the forum be run?**

- Your invitation to participate in the LWV forum will spell out the specific format including timing of opening and closing statements and questions.
- The moderator, who comes from outside your district, will rotate question order.
- The moderator will give an introduction to the forum and ask for opening statements.
- The live audience will write questions on cards and hand them to an usher.
- LWV members will organize and consolidate the questions and give them to the moderator.
- A time-keeper will sit in the front row and hold up a “15 second” card when time is running out and a “Stop” card when you must quickly complete your sentence.