



Bring your citizen participation event to the next level!
Be inclusive, deliberative, effective!

#TheFutureIsYours

#EUlocal



Preparation of the citizens' dialogues and panels



| BertelsmannStiftung

Cordial invitation: how to address potential participants

Collection of Materials on "Random Selection and Invitation" – Document 4

Organizing body
Title
Person responsible
Telephone xxx
Fax xxx
email@example.com
www.example.com

DD.MM.YYYY

**INVITATION from the *high political level* in cooperation with the *organizing body*
“*Title: cross-border EU Citizens’ Dialogue on subject*”
with citizens from *Country A, Country B, Country C, Country D* and *Country E***

Dear Ms./Mr.

Shortly before the *relevant event*, citizens from Country A, Country B, Country C, Country D and Country E are cordially invited to take part in a cross-border Citizens’ Dialogue to discuss their thoughts on the *subject* with politicians. Along with around xxx other citizens, you have been selected at random to participate in this Citizens’ Dialogue initiated by the *political sponsor*.

You do not need any specific previous knowledge, since the idea is for you to contribute to the discussions with questions and experiences arising from your daily life. The random selection process ensures that citizens of different origin, age and gender will be able to meet each other and contribute a diverse range of experiences, viewpoints and opinions.

Subject/Exemplary questions? Discuss these and other questions in transnational groups of citizens and with

***High-ranking politician from the political sponsor* on
dd and dd mm yyyy in a capital city
*(starting on dd mm at hh:mm, ending on dd mm at hh:mm)***

Participation in the event is completely free of charge, and food and drink will be provided. We have asked (a *service provider*) to organise the composition of the participants’ groups.

The number of participants is restricted, so advance registration is required. You can register in the following way: Please print, complete and sign the registration form and then

- Fax the signed registration form to _____
- Scan and e-mail the signed registration form to _____
- Take a picture of the signed registration form and send it to _____

You can find more information about the Citizens' Dialogue in the enclosed data sheet.

Join in the discussion. We look forward to hearing your opinion in *the city!*

Kind regards,

Signature

Name of person responsible
Political sponsir

Signature

Name of person responsible
Organizing body