[COMPANY LETTERHEAD]

[DATE]

MP [LAST NAME], [MINISTER/CRITIC OF…]
**House of Commons**
Ottawa, Ontario
K1A 0A6

*Delivered by email*

Dear [TITLE/NAME],

I am writing on behalf of [ORGANIZATION]. We are grateful for the federal government’s emergency supports that have helped in the relief period for Canadian arts and culture. Namely, the Canada Emergency Wage Subsidy, the Emergency Support Fund for Culture, Heritage and Sport Sectors, and the Canada Emergency Response Benefit.

CERB has been vital for our artists, contractors and self-employed cultural workers who are out of work due to COVID-19, whose income cannot be covered by other support measures, and who continue to be out of potential work opportunities until the arts sector can safely reopen and resume development, production, rehearsal and performance activities.

As you are aware, many Canadians who remain out of work and out of opportunities will be running out of their 16-week benefits as early as July 4th. **We are asking the government to immediately change regulation to extend the 16-week eligibility period so that workers who continue to be out of work and out of opportunities can access CERB until, at the very least, October 3rd , 2020.**

[ADD DATA ON CERB FOR YOUR ORGANIZATION IF YOU HAVE IT] .

Extending the 16-week period will be a huge relief for self-employed cultural workers in the short-term. However, given the public gathering nature of arts performances and group creation processes, many arts organizations are in a position where activities will be cancelled for Fall 2020 season and in some cases, Winter 2021. It is worth noting that many individuals who cannot be employed or contracted will require access to income relief support well past October 3rd.

If you wish to discuss this matter further, I can be reached at [CONTACT EMAIL AND PHONE]. Thank you kindly for your strong consideration on this matter to support our artists, contractors and self-employed workers in arts and culture.

Sincerely,

[SIGNATURE]

Cc:
Steven Guilbeault, Minister of Canadian Heritage
Julie Dabrusin, Parliamentary Secretary to the Minister of Canadian Heritage
Mathieu Bouchard, Chief of Staff to the Minister of Canadian Heritage
Rebecca Caldwell, Director of Policy to the Minister of Canadian Heritage
Irene Cheung, Policy Advisor to the Minister of Canadian Heritage

[RECOMMENDED CONTACTS TO SHARE THIS LETTER WITH]:

**Minister Morneau, Minister of Finance**: Bill.Morneau@parl.gc.ca

Include staff members: Mona.Fortier@parl.gc.ca; marion.pilon-cousineau@canada.ca

**Minister Qualtrough, Minister of Employment, Workforce Development and Disability Inclusion:** Carla.Qualtrough@parl.gc.ca

Include staff members: jill.pilgrim@hrsdc-rhdcc.gc.ca

**Minister Lebouthillier, Minister of National Revenue:** Diane.Lebouthillier@parl.gc.ca

Include staff members: Matthew.Gray@cra-arc.gc.ca ; Faizel.gulamhussein@cra-arc.gc.ca

**Steven Blaney, MP for Bellechasse – Les Etchemins - Lévis and Critic for Canadian Heritage:**

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**Nelly Shin, MP for Port Moody – Coquitlam and Deputy Critic for Canadian Heritage:**

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**Caroline Desbiens, MP for Beauport—Côte-de-Beaupré—Île d'Orléans—Charlevoix and Critic for Arts & Culture:** Caroline.Desbiens@parl.gc.ca

**Martin Champoux, MP for Drummond and Critic for Communications:**

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**Alexandre Boulerice, MP for Rosemont – La-Petite-Patrie and Critic for Canadian Heritage:**

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**Peter Julian, MP for New Westminster – Burnaby and Deputy Critic for Canadian Heritage:** Peter.Julian@parl.gc.ca