

The Catholic Women's League of Canada  
**Public Presence & Member Development**  
 Executive Orientation Handout



**Order of Addressing an Assembly**

Below are some frequently used addresses when greeting an assembly. **Note:** once the first speaker has addressed all the dignitaries, the following speakers only address the chairperson as “Madam Chair,” unless otherwise decided at a pre-assembly meeting.

<b>POSITION</b>	<b>ORAL ADDRESS</b>	<b>ORAL ADDRESS (FRENCH/QUEBEC)</b>
Chairperson	Madam/Mister Chairperson	Madame/Monsieur (surname)
Cardinal	Your Eminence	Votre éminence or Monsieur le Cardinal (surname)
Archbishop	Your Grace	Excellence or Monseigneur (surname)
Bishop	Your Excellency	Monseigneur (surname) or Excellence
Priest	Father	Monsieur le curé (surname)
Prime Minister of Canada	Prime Minister Mr./Mrs./Ms. (surname)	Monsieur le Premier Ministre/Madame la Première Ministre Monsieur/Madame (surname)
Federal Cabinet Minister	Minister first, then Mr./Mrs./Ms. (surname)	Monsieur le Ministre/Madame la Ministre Monsieur/Madame (surname)
Federal Member of Parliament	Mr./Mrs./Ms. (surname) representing the region of...	Monsieur le Député/Madame la Députée Monsieur/Madame (surname)
Senator	Senator (surname)	Monsieur le Sénateur/Madame la Sénatrice Monsieur/Madame (surname)
Provincial Premier	(Province name) Premier (surname)	Premier Ministre du Québec Monsieur/Madame (surname)
CWL Presidents	Madame National/Provincial/Diocesan President	
CWL Members	Sisters in the League	

For further forms of address for the judiciary and federal representatives, or salutations to be used in letter writing refer to: [canada.ca/en/canadian-heritage/services/protocol-guidelines-special-event/styles-address.html](http://canada.ca/en/canadian-heritage/services/protocol-guidelines-special-event/styles-address.html) or the League's Personal Letter Writing Guide at [cwl.ca/wp-content/uploads/2020/07/173-Personal-Letter-Writing-Guide-2020.pdf](http://cwl.ca/wp-content/uploads/2020/07/173-Personal-Letter-Writing-Guide-2020.pdf).