



## State Leaders Institute

### Membership Benefits: The Keys to Recruitment, Engagement, and Retention Renewal Notification

Dear **[First Name]**,

This is an early reminder that your **[State Chapter Name]** membership expires on **[date]**. Membership dues for 20**[XX]** are **[dues amount]** and we sincerely hope that you will join us for another outstanding year of great programs and professional development.

There is still time to renew and it is as easy as ever with these options:

1. Click on this link **[renewal URL]** and follow the prompts.
2. Contact the State Chapter Office at **[phone number]** to renew over the phone.
3. Print and complete the attached invoice **[include pdf of invoice]** and mail it to **[include your address]** with your payment.

The **[State Chapter Name]** values you and helps you meet your professional goals in several ways, including:

- **[Benefit highlight]**
- **[Benefit highlight]**
- **[Benefit highlight]**

Thank you for your membership and please let us know if you have questions or concerns.

Sincerely,

**[Your name/your association's name/contact information]**