

December XX, 20NN

Dear Fellow Toastmaster:

It's that time of year when we make New Year Resolutions. I was going to write and remind everyone to refresh themselves with the Toastmaster's promise, which I have included below, but I was surprised to see so many of you have not renewed your membership. So I am writing to you to urge you to renew your commitment to Toastmasters. Toastmasters International is a world leader in Communications and Leadership Development.

I could not think of any organization that has, for its sole objective, the overall improvement of its members. I feel that this is an organization that provides the means and the full support that any member can fully avail of and utilize for his/her benefit. As your Club Growth Director, I am concerned that the District and your Toastmasters Club have not been able to address your needs and support your personal goals, which most probably resulted in your non-renewal.

Through this letter, may I ask you the favor of letting me know the reason(s) for discontinuing membership in your Toastmasters Club? Please be as detailed as you can. *My contact information is indicated below.* If your non-renewal is the result of an oversight or other reason, please send your renewal dues to your Club Treasurer as soon as possible so that he/she can remit them promptly to Toastmasters International and you will continue to receive the benefits of membership in Toastmasters. The dues are for \$45 and cover the period from October to March.

If you have any questions, please let your club officers know. You may also contact me at (NNN) NNN - NNNN or email me at email@email.com.

I trust that you will renew your membership and hope to see you actively participate in your Club and Toastmasters activities in the District.

Sincerely,

Your Name

Your Name
Club Growth Director, 2020-2021

A TOASTMASTER'S PROMISE

As a member of Toastmasters International and my club, I promise

- To attend club meetings regularly;
- To prepare all of my speeches to the best of my ability, basing them on the Toastmasters education program
- To prepare for and fulfill meeting assignments;
- To provide fellow members with helpful, constructive evaluations;
- To help the club maintain the positive, friendly environment necessary for all members to learn and grow;
- To serve my club as an officer when called upon to do so;
- To treat my fellow club members and our guests with respect and courtesy;
- To bring guests to club meetings so they can see the benefits Toastmasters membership offers;
- To adhere to the guidelines and rules for all Toastmasters educational and recognition programs;
- To act within Toastmasters' core values of integrity, respect, service and excellence during the conduct of all Toastmaster activities.

Compliments of Radhi Spear, DTM, ILC Nominated Candidate for 2nd Vice President