

AFA logo & return address

January XX, 2003 (or whatever date the letter is mailed)

SSgt John Doe
XXX XXXX XXXXX
XXXX, XX XXXXX

Dear Sergeant Doe,

Your Air Force Association Membership will soon expire. We do not want to lose you as a member because members are our most valuable resource. Let me explain what your membership means to AFA from the national level down to our community level here at XXXXX.

As an AFA member, you support the threefold mission of the Air Force Association. First, you advocate aerospace power and a strong national defense. Secondly, you support the United States Air Force and the Air Force Family. And, third, you promote Aerospace Education to the American people. Your AFA is an organization led by volunteers who are working hard to support the national mission.

Nationally, your Air Force Association has done much to advocate and educate. This can be noted in many of the articles published monthly in your *Air Force Magazine*. But what does our chapter contribute? You should take pride in knowing that the XXXXX chapter does much to support XXXX Air Force Base and the local community.

We sponsor at least two \$1,000 scholarships to young airmen assigned to the base. We sponsor Family Science night in our local elementary schools in support of the Youth Science and Technology Center. The chapter sponsors Visions Classrooms in our local schools. Teachers are provided newspaper and curriculum to encourage aerospace education. We host annual and quarterly awards for base employees, local teachers and AFJROTC cadets. Our chapter conducts an annual "Thank A Veteran" marathon with the proceeds going to support a local POW/MIA memorial. These are just a few of our local contributions.

How can we accomplish so much for our Air Force and Air Force people? This is done in two ways, beginning with our active volunteers. But it's also done with critical resources that come to the chapter through membership rebates. **Your membership does count!** By renewing your membership you are providing money to our chapter that allows us to serve the community. *Please reconsider and send in your attached membership renewal today!*

Sincerely,

James Jones, President
XXX Chapter
or
Bill Smith, Vice President
for Membership

Enclosure: Membership renewal