



## 30<sup>th</sup> ANNUAL CONFERENCE JUNE 21-25, 2009

### PACKET CONTENTS

<u>PAGE</u>	<u>DESCRIPTION</u>	
1	Invitation letter to Rotary Clubs	Cover Page – Governor’s letter
2	This page	
3	Conference time lines	A timetable for clubs to use for RYLA activities
4	Club Reservation Form	Reserves conference spaces for the club’s students <b><u>DEADLINE – MARCH 15, 2009</u></b>
5	Sample press release	Sample for clubs to use with local media outlets
6	Sample invitation letter	Sample club letter inviting nominations from local schools and organizations
7	Guidelines for selection	Things to consider when selecting a conferee
8	Interview rating chart	An aid in conducting candidate interviews
9	Application for Conferee Candidates	Required from each selected conferee. This is due to the RYLA Registrar by the <b><u>4/15/09 DEADLINE</u></b>
10	Medical Report & Parental Authorization	Required from each selected conferee. This is due to the RYLA Registrar by the <b><u>4/15/09 DEADLINE</u></b>
11	Information for Selected Conferees	<b><i>Clubs are responsible</i></b> to distribute to their conferees
12	Congratulatory letter to Conferee	<b><i>Clubs are responsible</i></b> to send to each conferee
13	Congratulatory letter to all Conferees	Sent by District RYLA chair.
14	Directions to Stockton College	Driving instructions