

Sample Letter – Participation Invitation to School Principals, Guidance, Youth Group Sponsors and Others

ROTARY CLUB NAME
ROTARY CLUB ADDRESS
Rotary Club City, New Jersey Zip Code

() Phone Number

() Fax Number

Dear

The Rotary Club of _____ is interested in community leadership, not only for today, but for tomorrow as well.

The students in your school will, in a very few years, be assuming some of your community's leadership role. We know you are training them for the task. Rotary would like to help.

For this reason, the fifty-five (55) Rotary Clubs in Southern New Jersey will conduct its 30th Annual Rotary Youth Leadership Award Conference at The Richard Stockton College of NJ from June 21, 2009 to June 25, 2009. It will be staffed by carefully selected counselors and teachers. Our objective is to offer outstanding high school juniors, who will be entering their senior year in September an opportunity to accept the responsibilities of leadership. Much of the student's time will be structured with programs such as group discussions, guest speakers, career guidance, group sports, and music. Perhaps the greatest benefit will come from sharing this experience with approximately 140 other outstanding young men and women selected from high schools in Rotary District 7640.

Our Rotary Club is asking you to nominate young men and women who have already displayed leadership abilities and will profit most from this experience. We suggest they be selected first for leadership potential, second for good citizenship, third for a desire to attend the Conference, and fourth for scholarship. These characteristics are listed in that order so that latent leaders are not overlooked because of grades. The only other requirement is that they must be students who will enter their senior class in September of this year.

The nominations should be made and the names given to the Chairperson listed below, no later than **March 10, 2009**. Our Rotary Club Committee will then conduct interviews and select conferees.

It is our hope that the selection for the Rotary Youth Leadership Conference might become a regular part of your award system, and an honor that students can work for and achieve.

Thank you for your assistance in this project for the advancement of youth.

Sincerely yours,

Club RYLA Chairperson

SAMPLE LETTER