Dear

 Congratulations! You have been recommended for membership in the \_\_\_\_\_\_\_\_\_\_\_\_ High School FBLA chapter. You and your family can be very proud of this accomplishment. Your recommendation is based upon careful consideration of your scholarship, leadership, service, citizenship, character, and business aptitude by our chapter’s adviser and your interest to continue to grow in each of these areas.

 Your presence is requested at our initial FBLA meeting of the school year. The meeting is \_\_\_(date)\_\_\_\_\_\_\_\_\_\_\_\_\_, in Room \_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_ pm.

 Please return the bottom half of this form to the chapter adviser, adviser name, no later than date. If you have any questions, please call/email adviser name at school, phone or email.

 We are deeply proud of you for earning this recognition, and hope that you will accept this invitation to become an active member of our chapter.

Sincerely,

Adviser Name

Chapter Adviser

**Please complete this form and return it to the chapter adviser no later than date**

\_\_\_\_\_ Yes, I will attend the FBLA initial chapter meeting on date and time here

\_\_\_\_\_ Yes, I would like to become a member, but I cannot attend due to a previously scheduled

engagement. (Be advised you cannot miss more than two meetings a semester.)

\_\_\_\_\_ No, I will not be attending and I do not wish to become a member at this time.

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_