



SOCIETY OF PLASTICS ENGINEERS
The International Plastics Society

EXECUTIVE OFFICE
14 FAIRFIELD DR., P.O. BOX 403, BROOKFIELD, CT 06804-0403 USA

SAMPLE WELCOME LETTER TO NEW MEMBERS

Date

Name

Title

Company

Address

Address

City, State, Zip

Dear :

On behalf of the _____ Section, and the entire Society of Plastics Engineers, I would like to personally welcome you to SPE membership, and membership in the _____ Section/Division.

We're confident you will find, as we have, that your SPE membership will open many professional doors for you as you take advantage of the top-flight local, national, international, and specialty-directed resources available to you through SPE. Being a part of SPE has never made more sense.

You can launch your SPE membership experience by attending our next Section meeting, which will be held:

_____ (date), at _____ am/pm, at the _____ (location).

When you arrive, I'll be there to personally welcome you to the _____ Section, and introduce you to other SPE members with similar professional interests. You'll start making new professional contacts right away!

If you are interested, I'll also introduce you to the members of our various Section/Division committees. They will very much welcome your help. I've enclosed a copy of our latest newsletter so you can see which committees interest you as well as learn about our various activities. Let me know when we meet, and I'll introduce you to the right people, so you can get involved right away.

Welcome again! We look forward to seeing you on _____ (date).

Sincerely,

Name

_____ Section/Division Membership Chairperson

PS: If you need directions to the meeting, or if you have any other questions about the Section or SPE, please contact me a () _____. I'm here to help.