Name.

Address.

City, State Zip.

Date.

Dear First Name.:

On behalf of the Rotary Club of Missoula, I would like to congratulate you on your new position or new business (be specific on what information you gather).

Our local Rotary Club is a service organization with national and international ties. Rotary has been an active service club in Missoula for over 100 years. We meet every Wednesday for lunch at the Governor’s Room on the second floor of the Florence building downtown, 111 N. Higgins Avenue.

If you would like to know more about our service activities and find out how you can become a member, please go to our website at [www.missoula.rotary.org](http://www.missoula.rotary.org) . I have also included a brochure in this letter that gives you an overview of our organization. We are always looking for energetic professionals who enjoy working with others on projects that keep Missoula a vibrant community.

Sincerely,

Rotary Member Name (Sign above).

Rotary Good Will Ambassador

Enclosure: Rotary Brochure