

PRINT ON CLUB LETTERHEAD OR TYPE CLUB'S NAME INSERT DATE

INSERT JUDGES NAME STREET ADDRESS
CITY, STATE/PROVINCE, ZIP CODE COUNTRY

Dear MR., MRS., MS. INSERT LAST NAME,

On behalf of the INSERT CLUB NAME, thank you again for acting as a judge in our Oratorical Contest. Your time and dedication made it possible for us to reward students for their creative efforts.

The Oratorical Contest is one of many events our Optimist Club will be participating in during the year. Some of the other activities we are planning are INSERT INFORMATION ABOUT POSSIBLE FUTURE ACTIVITIES.

As a service club focused on “providing hope and positive vision, Optimists bring out the best in youth, our communities and ourselves” in the INSERT COMMUNITY OR AREA, we welcome new members who share our goals and would be delighted to have you join us at a future meeting to learn more about our Optimist Club and the services it provides. We meet at on INSERT DATE, TIME AND PLACE. If you are unable to attend the meeting or would like more information on our Club, please feel free to contact INSERT MEMBERSHIP CHAIR'S CONTACT INFORMATION.

Thank you again for your part in making our INSERT PROJECT such a success. We look forward to working together again.

Sincerely,

Signature

PRESIDENT'S NAME
TITLE
CONTACT PHONE NUMBER
E-MAIL ADDRESS

Signature

PROJECT CHAIR'S NAME
TITLE
CONTACT PHONE NUMBER
E-MAIL ADDRESS

Note: IF YOU HAVE A CLUB WEBSITE, INCLUDE THAT INFO AS WELL AS THE OI WEBSITE. IF CLUB LETTERHEAD DOES NOT CONTAIN THE OI CREED, INCLUDE ONE OF THE SMALL CREED CARDS AVAILABLE FROM SHUMSKY OR ANSELL AWARDS. ALSO INCLUDE ONE OF THE LARGE OI MEMBERSHIP APPLICATIONS AND ANY PUBLICITY BROCHURE YOUR CLUB HAS DESIGNED.