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February 20, 2014

«First_Name» «MiddleName» «LastName»
«Company»
«Address1»
«Address2»
«City», «State» «Zip»

Dear «First_Name»:

Recently it has come to our attention that you have decided not to renew your membership in the Federal Bar Association (“FBA”). As the Vice Presidents for Membership of the Minnesota Chapter of the FBA, we encourage you to consider rejoining the FBA! If you are interested in rejoining the FBA, you may do so online at <http://www.fedbar.org/join.html>.

Our Chapter’s leadership is always looking for ways to improve the FBA experience for its members. Toward this end, we are interested in hearing why you have decided to allow your membership in the FBA to expire.

We encourage you to contact us, at (555) 111-2222 (Anh Le Kremer) or (555) 222-3333 (Clayton Halunen) with any comments, concerns, or suggestions you have for the FBA or the Minnesota Chapter.

Sincerely,

Anh Le Kremer and
Clayton Halunen
Vice Presidents for Membership

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