Please visit the Post Resource Website for more information and templates. Included in this package are the following samples/templates:

- Welcome Letter – Sustaining Member
- Welcome Letter – Individual Member
- Email – New Member Welcome
- Email - Soon to Expire
- Email – Membership Please Renew

Please provide Comments to:
posts@same.org
February 12, 2016

Ms. Cindy Lincicome
Betance Enterprises Inc.
7310 South Alton Way
Centennial, CO 80112

Dear Ms. Lincicome:

As Post President, I want to welcome your company to the Society of American Military Engineers (SAME) – Omaha Post. I am confident that you will find your membership in SAME and particularly your association with the Omaha Post a stimulating and rewarding experience.

The Omaha Post offers a number of networking and professional development opportunities throughout the year. Our monthly membership meetings are diverse and stimulating, and as a service to our members we offer Professional Development Hours (PDH) at nearly every meeting. These PDH credits have been accepted by licensing boards nationwide, and are a convenient and economical way to assist on maintaining licenses and certificates. The Omaha Post also hosts either an Industry Day or a Regional Conference every year. These events all offer an excellent opportunity for networking.

The Omaha Post website is located at: http://www.sameomaha.org. Our next event is National Engineers Week (Feb 21-27) which will be kicked off by our E-Week Banquet on February 18, 2016 beginning at 6:00pm at the Scott Conference Center, 6450 Pine St, Omaha, NE 68106. Come join us! Registration information for this event and information on other Post events can be found on our website.

Also, on the Omaha Post website you will find contact information for all of the post officers and committee chairs. I encourage you to become active in the operations of the post. To get involved simply contact either Ms. Mary Erwin, mary.erwin@hdrinc.com, or Ms. Jeanne LeBron, jml114@gmail.com, of our Nominations Committee or any of the Committee Chairs.

Again, welcome to the Omaha Post, and I look forward to seeing you at future Post events. Don’t hesitate to introduce yourself to me when the opportunity presents itself.

Dave Packard
President
SAME Omaha Post
Hello! On behalf of the Greater Kansas City Post Society of American Military Engineers....WELCOME! I am always excited to be able to welcome new members to our Post. The Individual and Sustaining members of the Greater Kansas City Post (GKCP) are such amazing folks to work with. I hope you quickly see the benefits of being a member of our Post, and have a good time doing it.

When people ask me what SAME is, I always tell them that our Mission Statement really sums it up. But what says even more is when you get involved and see firsthand the benefits of joining. SAME brings together the public and private sector of the Engineering, Architecture, and Construction communities. SAME is jam packed with networking and business opportunities, fun events, and current technical discussions to name a few.

We are well into our year with the events we have planned and I expect to continue to gain momentum from here on out. We have already had our 6th Annual Industry Day, numerous Post lunch meetings, a social with the Command and General Staff College, Student Chapter meetings, and our first ever Warrior Transition panel. We have awarded scholarships to some very bright students and selected high school students to send to the engineering summer camps. Our newsletters are on our Post website and are a great way for you to read in more detail about what we’re doing.

Www.samekc.org is a great resource to keep up with all the happenings of the Post. In the next few months we will have regular monthly lunch meetings. We also have the national SAME conference at the end of May, the Joint Engineer Training Conference that a large number of our Post members participate in. This summer we will have our annual GKCP hosted social event with the new class at the Command General Staff College at Ft. Leavenworth, a community service event at the Ronald McDonald House, and more!

Thank you in advance for being part of the GKCP. Please don’t hesitate to contact our Membership Chair, Jackie Hacker at Jackie.hacker@hdrinc.com or me at annewysame@gmail.com if there are questions we can answer or if you want to be more actively involved. Thanks for all your support!

Ann Ewy, Post President, Greater Kansas City Post SAME

Sustaining Members
Dear ____________:

As Post President, I would like to take this opportunity to welcome you to the Society of American Military Engineers (SAME) – ___ Post. I am confident that you will find your membership in SAME and particularly your association with the ___ Post a stimulating and rewarding experience.

The ___ Post offers a number of networking and professional development opportunities throughout the year. Our monthly membership meetings are diverse and stimulating, and as a service to our members we offer Professional Development Hours (PDH) at nearly every meeting. These PDH credits have been accepted by licensing boards nationwide, and are a convenient and economical way to assist on maintaining licenses and certificates. The ___ Post also hosts [EVENT TITLE] every year. These events offer an excellent opportunity for networking.

The ___ Post web site is located at: [post web address]. Our next monthly will be held on MM/DD/YY at TIME at LOCATION & ADDRESS. Our topic this meeting is TOPIC. More information on this meeting and other Post events can be found on the web site.

Also, on the ___ Post web site you will find contact information for all of the post officers and committee chairs. I encourage you to become active in the operations of the post. To get involved simply contact NAME [optional addition - or NAME on our Nominations Committee.]

Again, welcome to the ___ Post, and I look forward to seeing you at future Post events.

POST PRESIDENT NAME
POST NAME
Dear FIRST NAME,

I am writing on behalf of Society American Military Engineers ____ Post. Our records show that your sustaining representative membership will be expiring soon and would like to see you continue your membership! You may need to talk to your company’s point of contact about your renewal.

I would be happy to answer any questions about the ____ Post or help find the right person to ensure your membership is renewed.

We look forward to having you as a member again this year!

Thank you,

Name
Post position
Post name
Contact details

Please provide Comments to:
posts@same.org
Hello XXX,

We just became aware that your SAME membership expired (will expire) on (date). We hope you will renew!

The XXX Post continues to sponsor exciting and informative programs and speakers each month. Also, you have the opportunity to network with more than X# members that attend our meetings each month and obtain valuable Professional Development Hours (PDH's) reflecting the technical topics offered.

XXX Post [something that highlights your post and what you benefits your offer a member i.e. collaboration events with govt/other orgs, transition opportunities etc] ... provide our members and the contribution to the overall mission of SAME: to lead collaborative efforts to identify and resolve national security infrastructure-related challenges. Won't you renew and continue to contribute to this important mission?

Please contact SAME National Member Services at (703) 549-3800, Ext. 131 or Email: member@same.org to renew by credit card, update your membership or obtain a renewal invoice.

Thank you for your past membership and we look forward to seeing you at future meetings. If you have any questions regarding the XXX Post or your membership please do not hesitate to contact me.

Sincerely,

(name, phone, email)