**Sample:** Renewal Letter or Email Chapter-only

## It’s time to renew your HIMSS Chapter-Only Membership …

Dear X:

You made a wise decision when you joined XX Chapter - your chapter-only membership puts you in contact with professional peers in your own backyard.

But is a local focus enough? While we appreciate your dedication to our chapter we also encourage you to consider becoming an Individual HIMSS member. The value of a Individual membership pays for itself – you will have the best of both worlds—global vision and local focus.

As an Individual member, you can take advantage of:

* Education and networking opportunities,
* Involvement in public policy and advocacy programs,
* Membership discounts,
* Complimentary publications, and
* *Your chapter membership is included*

Please take a few moments to renew your HIMSS membership today. If you need an invoice send a request to [membersupport@himss.org](mailto:membersupport@himss.org), please note if you need chapter only or for individual membership.

If you have any questions, contact Member Services at [membersupport@himss.org](mailto:membersupport@himss.org). We hope you will continue your participation in the XX Chapter and renew today!

Sincerely,

Name

Title

P.S. Make sure to mark your calendar for the upcoming chapter event, \_\_\_\_.