Dear <Supervisor or Manager>:

The **Canadian Society of Association Executives** (CSAE) is Canada’s premier organization dedicated to associations and not-for-profit professionals. CSAE aims to deliver the knowledge, resources, and environment to advance association excellence by providing a wide range of services to members and the organizations that they represent.

CSAE Annual Membership offers an outstanding educational program, resources, and professional development opportunities to keep members informed about the latest trends, innovations and best practices in the non-profit sector. Constantly improving and staying on top of the industry trends is essential to our success. I would like to join CSAE and am seeking approval for the membership cost.

* **Single Executive Membership** -**$575.00** plus applicable taxes;
* **Group 1 Membership** (For 2 to 5 members) - **$1200.00**plus applicable taxes;
* **Group 2 Membership** (For 6 or more members) - **$1750.00** plus applicable taxes;

Here are some common benefits in CSAE Membership:

**Learning & Innovation**

* The Certified Association Executive (CAE®) Designation
* Educational Workshops & Webinars
* Annual Conference & Governance Training

**Networking & Resources**

* Associations Connect – Online Community for the Non-Profit Sector
* Associations Magazine
* The Association Agenda – E-newsletter
* Association Jobs – CSAE Career Page
* CSAE Networks Across Canada – Members will be assigned to a local network and more workshops and events will be available
* Buyer’s Guide & Member and Supplier Directories

**Members Savings**

* CSAE members are eligible for significant discounts on premium products and exclusive services

As a CSAE member, I will be benefiting from the resources and professional development opportunities. {**Organization**} will further improve and succeed in the non-profit sector. I hope you will take the time to consider my request for a CSAE Membership.

Yours Sincerely,

<Employee’s Name>