<Insert date>

Dear <insert supervisor’s name>:

I am writing to request your support in renewing my 2017 <insert CREW chapter> membership.

The fee for my 2017 renewal is <$XXX>, which also includes membership in CREW Network, an international business network of more than 10,000 professionals representing nearly every discipline within the commercial real estate industry.

Membership in <insert CREW chapter> and CREW Network has been invaluable in my growth as a professional. I have experienced unparalleled business development and networking opportunities locally through chapter events, and have the ability to network internationally through CREW Network’s membership directory, a fantastic online business networking tool and personal marketing profile page.

CREW Network also provides professional development and leadership opportunities through Leadership Summits, the annual CREW Network Convention and Marketplace, and board-hosted conference calls. As a member, I receive discounted registration to local chapter and all CREW Network events.

My <insert CREW chapter> and CREW Network membership is an important opportunity to enhance my leadership and business skills, and leverage my membership to build business contacts, all of which will strengthen my contributions to our company. Thank you for your consideration.

Sincerely,

<Insert your name>