



Your Bay Colonies Chapter Membership Expires on March 31, 2008
(Plus find out how you can align your ASTD national membership and chapter membership renewal dates!)

American Society for Training & Development
1640 King Street Box 1443
Alexandria, VA 22313-1443 USA
t: 800.628.2783 703.683.8100
f: 703.683.8103 www.astd.org

Your **Bay Colonies Chapter** membership will expire on March 31, 2008 – if you missed our previous renewal notice or laid it aside, *now is the time to act!* You can continue to take advantage of the unique networking and leadership opportunities that your Bay Colonies Chapter provides by responding to the enclosed invitation to renew your membership for another year.

Get the best of both worlds!

Bay Colonies Chapter membership keeps you in touch with the people, news, and information you need on a local level. ASTD national membership keeps you informed of new developments across the entire scope of workplace learning and performance.

This is the perfect time to renew your ASTD national membership. Although your national membership has not expired, you can renew now and have two memberships with one expiration date. We simply need to prorate your ASTD national dues so that your national renewal date coincides with your 2008 chapter renewal date.

To align your memberships, simply check the box on the corresponding invoice and adjust your renewal dues with the prorated amount provided. Or, call 1.800.628.2783 today and tell the ASTD Customer Care Associate that you wish to align your local and national memberships. Once both memberships are renewed, you'll enjoy the ease of fewer invoices and one renewal.

If you just wish to renew your **Bay Colonies Chapter** membership at this time, you may renew online at www.astd.org/renew. You may also call 1.800.628.2783 or simply mail in your chapter renewal using the enclosed postage paid envelope.

Sincerely,

The ASTD Membership Team

P.S. Please take this opportunity to eliminate the confusion of having two expiration dates – Align your local and national memberships today! Call customer care to prorate your national membership and enjoy all the benefits of local and national membership through March 31, 2009.

Renewal Invoice



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Return By

31-Mar-08

Expiration Date

31-Mar-08

Account #/ID

MEMBER INFORMATION

To ensure proper delivery of your benefits, please verify your contact information and make any changes directly on this form. Please note: ASTD does not release email addresses for outside use.

Email Address:

Phone Number:

Fax Number:

Chapter Code: 1113

Renewal Code: RCH20308

MEMBER LEVEL

1 Year Bay Colonies Chapter

I would like to extend my ASTD national membership so that my national and chapter memberships both expire on March 31, 2009. I have included the prorated national membership dues of \$195 along with my chapter renewal dues.

If you have recently renewed, thank you and please disregard this reminder. **TOTAL:** 

CURRENT DUES

\$50

\$50

PAYMENT INSTRUCTIONS

CHECK ENCLOSED (PAYABLE TO ASTD, DRAWN ON A U.S. BANK)
Be sure to include your Member ID 10639777 on your check.

Charge my: VISA MasterCard American Express Discover

Card#: _____ Exp. Date: _____

(Print name as it appears on credit card)

(Signature of cardholder) (Date)

WIRE TRANSFER

OR PURCHASE ORDER

Please contact an ASTD Customer Care Associate at 1.800.628.2783. Transaction MUST include name and indicate "ASTD Membership."
Please provide a copy of the bank's transaction receipt when submitting this form.

Four Fast and Easy Ways to Renew

- 1. Online:** Go to <http://store.astd.org/renew.asp> and log in with your Member ID and Password. Please enter the Renewal Code above in the "Source Code" field during check out.
(Credit card payment only.)
- 2. Phone:** Call 1.800.628.2783 or 1.703.683.8100 (International)
(Credit card payment only)
- 3. Fax:** Complete this form and fax it to: 1.703.299.8723.
(Credit card payment and wire transfer.)
- 4. Mail:** Complete this form and return it in the envelope provided. Outside the U.S. requires postage.

****2 Memberships, 1 Expiration, 1 Invoice****

Call ASTD customer care to align your local and national memberships. By extending your national membership for prorated dues, you can have one expiration date for both memberships.

Your membership renewal will be processed within 72 hours of receipt.

(ASTD Classic Members receive T+D Magazine at an annual subscription rate of \$60 as part of their membership dues.)