

Sample Letter of Support –Self Employed - Retired

(Please limit this letter to ONE PAGE. Company stationery may be used.)

Date

ASME Nominating Committee
c/o RuthAnn Bigley
6034 Delphina Loop
The Villages, FL. 32163

Dear Members of the Nominating Committee:

(Self Employed Member should state the following):

1. The ASME Society Officer position the Candidate is running for and the term for the position.
2. Convey to the Nominating Committee that the Company is supportive of the Candidate's intentions.
3. They can dedicate the amount of weekly time/travel needed to be an effective ASME Officer.
4. Understands that their employee's financial expenses will not be covered 100% by ASME. (See ASME Policy 4.5 below)
5. The position will not affect the Company's well-being.

Sincerely,
(the writer's name and title)

Policy-4.5
4/25/08

As a learned technical society, ASME expects that members who participate in the activities of the Society will normally be responsible for the expenses that they incur as part of their participation. In return, member participation contributes strongly to the professional growth of the engineer. Employers of ASME members benefit greatly by the professional growth of their employees. Because of these benefits to both employer and employee, it is expected that the member will be able to obtain travel costs from his or her employer, his or her own funds, or from other sources.