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**Sample Letter to School Announcing Student Selection**

Rotary Youth Leadership Award 2018

Name

Address

City State ZIP

Re: RYLA Selections for 2018

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

The following \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ High School students have been

selected to represent the Rotary Club of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the

Rotary Youth Leadership Award Conference (RYLA) on March 16-18, 2018 at

Camp Cedar Crest in Running Springs, California.

We will be inviting you and your students to a club meeting scheduled for

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_ at the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to

introduce the young people to the Rotarians sponsoring them for this three day

conference.

You are also invited to attend an orientation meeting on

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2018 at \_\_\_\_\_\_\_\_\_ at the

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. This will

include the participants sponsored by the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rotary Clubs, and will provide you a clearer

understanding of the events of the RYLA Conference.

Thank you for your help and input, it has been invaluable in the selection

process.

Sincerely,

RYLA Chairperson