**SAMPLE LETTER FOR LAPSED DIVISION MEMBERS**

 **1/31/2015**

Date

Dear\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We want you back in the Council for Children with Behavioral Disorders. According to the latest membership list provided by the Council for Exceptional Children, we show that your membership has lapsed in CCBD.

Special education isn’t just your profession – it’s your passion. Here at CCBD, we support passionate educators just like you so you can support your students. CEC has new flexible membership options with access to the best research journals, publications, professional development events and the largest network of special and gifted educators in the world. Connect with other educators who are passionate about children with challenging behaviors and become the best educator you can be.

If you have not renewed your membership, we want to encourage you to return to CCBD. We value your participation in our division. You can easily register online at the CEC website. What are you waiting for? Join now at [www.cec.sped.org](http://www.cec.sped.org). When you join CEC, make sure to add the CCBD to your membership.

If you are not planning to renew your membership we would appreciate knowing your reason so we can better serve our members and make changes based on your input.

Thank you for your past involvement in CCBD and we hope you will return to us.

Sincerely,