



The Alberta Council of Technologies
45 Windermere Crescent
St. Albert, AB T8N 3P1

TO WHOM IT MAY CONCERN

Date _____

Dear e,

Further to our discussions, the board of the Alberta Council of Technologies takes great pleasure in inviting the _____ to form a local council within the Alberta Council of Technologies. The details of this invitation are as follows:

In consideration of the benefits listed below, the _____ agrees:

1. To operate the _____ Council of Technologies within the boundaries of _____.
2. To maintain a minimum of 20 individual members in the _____ Council of Technologies.
3. To provide current member names and email addresses to ABCTech, and to notify ABCTech of changes in membership at least yearly.
4. To remit to ABCTech a membership fee of \$25 per member per year, based on the calendar year beginning _____. A local Council fee will be reviewed annually.
5. To conduct at least 4 local networking events per year and to cross-promote events of mutual interest with ABCTech.
6. To provide the name, telephone number, and email address of a local contact person, and notify ABCTech whenever this information changes.

In consideration of the above, ABCTech agrees:

1. To grant the _____ Council of Technologies the use of ABCTech's logo, and the use of a similar logo featuring the name "_____ of Technologies".
2. To identify the _____ Council of Technologies as a local Council of Technologies within _____.
3. To grant membership in ABCTech to all individual members of the _____ Council of Technologies, including the right to attend ABCTech functions, which may have additional fees.
4. To provide a website template based on ABCTech's template for which there may be additional setup and hosting fees.
5. To provide other ABCTech benefits as periodically defined, including member use of the ABCTech web site.
6. To maintain and protect an electronic database of current members respecting their privacy.
7. To promote member, Network and industry development for advancing mutual interests.

Both parties agree that this agreement can be terminated upon 6 months written notice to the other.

[Type the author name]

We are very pleased in the interest that _____ has expressed in the Alberta Council of Technologies, and we look forward to your reply. To accept this offer and enroll the _____ Council of Technologies in ABCTech, please return a signed copy of this letter to ABCTech at the postal address above.

Sincerely,

Stuart Lomas
Vice President for Council Development
Alberta Council of Technologies

Perry Kinkaide
President
Alberta Council of Technologies

Accepted on behalf of the _____ Council of Technologies Society
(please have the appropriate officers sign and date below, with printed names):