{Insert Date}

To whom it may concern:

This letter is to confirm that I {insert name}, {insert position} of {insert property name} support the nomination of insert nominee name to the Alberta Hotel & Lodging Association’s Board of Directors for a two year term.

I acknowledge the time and energy that {insert nominee} will need to commit in order to fulfill their duties as a duly elected member of the Board of Directors, including:

* Participation in Board of Director meetings and any subsequent committee work;
* participation in the Board of Director’s annual retreat; and,
* participation in the AHLA’s annual *Ascend* Conference.

I further acknowledge that the AHLA Board of Directors represent the interests of the membership as a whole and not any one group or constituency.

{Insert nominee name} will be a valuable asset to the AHLA Board of Directors in achieving their established goals and continuing the important work the association undertakes to help its members prosper and bring together Alberta hotels.

If you have any further questions, please do not hesitate to contact me.

Sincerely,