



Dear \_\_\_\_\_ :

*This letter is to confirm that you have requested a leave of absence.*

*You must maintain the following to keep your membership in good standing.*

*Must pay all quarterly breakfast dues and yearly membership dues.*

*Must maintain 48 accepted referrals for the year.*

*Must continue to conduct relationship building via email/phone.*

*Must communicate every 30 days with a request of a LOA extension or when you will be returning to ERN.*

*Sincerely the ERN Board.*

\_\_\_\_\_  
*Signature of Board Member*

\_\_\_\_\_  
*Signature of ERN Member*