

Annual Membership Voting Meeting

Date: [Insert Date]

Location: [Insert Location]

Dear Members,

We are pleased to invite you to the Annual Membership Voting Meeting. Please review the following rules and regulations to ensure a smooth and productive meeting:

1. Eligibility to Vote

- All members in good standing are eligible to vote.
- Membership must be active as of [Insert Date].

2. Voting Procedure

- Voting will take place [Insert Voting Time].
- Members must present valid identification to receive a ballot.
- Each member is allowed one vote.

3. Prohibited Actions

- No campaigning or soliciting during the voting process.
- It is strictly prohibited to photograph or record the voting process.

4. Results Announcement

The results will be announced at the conclusion of the meeting. All members are encouraged to attend.

Thank you for your cooperation and participation.

Sincerely,

[Your Organization Name]

[Your Contact Information]