

Affirmation of Board Membership

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Board Member's Name],

We are pleased to formally affirm your membership on the Board of Directors of [Organization Name]. Your contributions and insights have been invaluable to our mission, and we are grateful for your continued support.

Your term will commence on [Start Date] and continue until [End Date], subject to the bylaws of [Organization Name]. We are confident that your expertise will help guide our organization through the upcoming challenges and opportunities.

Please confirm your acceptance of this affirmation by signing and returning the enclosed document by [Due Date]. Should you have any questions or need further information, do not hesitate to reach out.

Thank you for your commitment to [Organization Name]. We look forward to working together towards our goals.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Enclosure: Acceptance Confirmation Form]