

LETTERHEAD

Date: October 15, _____

To: KSRA Officers

From: _____, Nomination and Election Chair

Subject: _____ Election of KSRA Officers

Enclosed is the official KSRA election ballot for the _____ election and the candidates' vitae.

As a KSRA officer, you receive one vote for each of the offices.

Please return the official ballot form in the enclosed envelope by November 18, _____.

Do not include any other correspondence in the envelope.

Enclosures: ballot
 vitae
 return envelopes
 (small envelope for ballot)
 (large envelope for returning sealed ballot)