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Dear [Mr./Mrs. Last Name],

Thank you for approving my request to become a member of the Association for Talent Development (ATD) and allowing me to attend local chapter meetings each month. Getting involved with this group has been a goal of mine for quite some time, as membership offers a number of benefits that can help me improve my skills as a talent development professional. I look forward to learning about new development strategies and tools as a member of this group to apply within the organization. I really appreciate the fact that you are supportive of my membership, as well as your commitment to allowing me to participate in meaningful professional development activities.

Sincerely,

[Your signature]