

Hi < insert boss' name >,

I'm requesting your approval to become a member of national SHRM as well as our local Salt Lake SHRM chapter. With important workplace policy and practice changes happening each day, it's now more important than ever for <company name> to stay on top of these issues and how they impact our organization.

During a time of significant workplace change, SHRM continues to be a trusted and reliable resource, providing comprehensive resources, best practices and federal, state and local compliance information that that are essential to our success. Additionally, a SHRM membership will help me bring fresh ideas and approaches to our organization, while also furthering my professional development.

An individual membership fee costs just \$219/year for the national SHRM membership (required to be a member of the local SHRM chapter) and \$175/year for the local SHRM membership, and grants me immediate access to:

National SHRM

- Compliance alerts when legislation is enacted and information on how to implement the necessary changes;
- Experienced, certified SHRM HR advisors who can assist with specific questions and offer advice on handling sensitive situations;
- Free member webcasts on important HR topics;
- Sample workplace policies to keep our organization protected (on topics such as social media, workplace bullying and performance management);
- Hundreds of sample job descriptions, policies and interview questions that are customizable so I can adapt and use right away;
- Daily e-newsletters with analysis on critical HR topics;
- Discounted conferences, certification, seminars, e-Learning courses and bookstore items;

Local SHRM

- Local compliance alerts when legislation is enacted;
- Monthly in-person development events;
- Opportunities to earn recertification credits;
- Free member webcasts on important HR topics;
- Networking and opportunities to learn from other HR professionals in the area;
- Discounted conferences on the local level;

And much more...

This investment will pay off in trusted resources, more efficient practices, proven solutions, as well as, new insights and ideas from the industry leader. I believe it is a wise and worthwhile investment that will positively impact the organization. I would greatly appreciate your approval.

Sincerely,

< your name >