



**National Active and Retired Federal Employees  
Association  
Virginia Federation of Chapters**

**October 2007**

**To: \_\_\_\_\_**

**The National Active and Retired Federal Employees Association (NARFE), Virginia Federation of Chapters (VFC), will hold its 54th Annual Convention April 21-23, 2008, at the Roanoke Plaza Hotel, 2801 Hershberger Rd NW, Roanoke, VA 24017.**

**The NARFE VFC is a nonpartisan, nonprofit organization dedicated to protecting and preserving the earned retirement benefits of federal civilians. Our membership eligibility includes current, former, and retired federal employees, as well as spouses and survivor annuitants.**

**The purpose of this letter is to introduce \_\_\_\_\_, a local member of the \_\_\_\_\_ NARFE Chapter # \_\_\_\_\_, who is representing our organization to obtain advertisements for our Convention Program Book.**

**There are about 251,000 current civilian employees and about 141,000 federal civilian retirees, including over 20,000 NARFE members, in Virginia who may be your potential clients or customers. Our Convention Program Book provides immediate resource information for convention delegates and after the convention it becomes a handy reference of resources to share with other members of their home chapters.**

**Our NARFE representative will provide you with general information, including our sample formats and reasonable rates. If you need additional information, please contact Claudine Ratcliffe, Convention Advertising Committee Chair.**

**We warmly welcome your support for our 2008 NARFE VFC Convention.**

**William F. {Bill} Martin  
VFC 1<sup>st</sup> Vice President  
2008 VFC Convention Coordinator  
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Chair, Convention Advertising Committee  
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