

**SECOND LETTER
(TO BE SENT APRIL OF THE YEAR)
DIRECTED TO MEMBERS ABOUT TO BE SUSPENDED FOR NON-PAYMENT OF
DUES**

MY Dear Friend and Sir Knight

Fraternal Greetings.

The Grand Commandery of Knights Templar of Virginia Section 27 requires that annual dues be paid by December 31 for the upcoming year.

You are in arrears for dues amounting to \$-----.

We are all proud to be members of this Commandery of Knights Templar where many friendships have been formed. We do not want to lose you, and urgently request that immediate payment be made, or that you should reasonable cause why the dues be remitted.

Please contact me so we may resolve this matter.

Sincerely and fraternally,