Dear (Boss’s Name):

As you know, staying up-to-date on the latest federal and state laws, regulations, and information within the payroll industry is essential to our success as payroll professionals.

That is why **I would like to request a membership to PayrollOrg (PAYO).** As the **leader in payroll education**, PAYO aims to increase the payroll professional’s skill level through knowledge and a supportive community of peers, offering top-rated payroll conferences and seminars, a complete library of resource texts, and industry-recognized certifications.

With this membership, **I will have access to:**

* The **latest payroll information**, compliance news, and updates
* Several **free members-only webinars**
* Opportunities to **network with other payroll professionals** through an easy-to-use online membership directory or by joining one of several committees and task forces
* **Discounts on all PayrollOrg** **training** classes, conferences, webinars, web-based programs, online training, and publications
* **Career advancement resources** devoted to helping effectively manage and develop payroll staff
* Exclusive access to PayrollOrg’s **library of eBooks**
* **Access to an online community** to communicate with payroll peers and receive answers to my tough payroll questions through **The Payroll Community**
* **Training specific to earning payroll certification credentials** (Fundamental Payroll Certification/Certified Payroll Professional); certified members receive 3 Recertification Credit Hours (RCHs) for each year of membership they complete

This membership is available for $299 (the initial cost being $299 plus a $35 enrollment fee for new members) and could potentially save hundreds to thousands of dollars for the organization currently going towards outside training, consultation, and other expenses. With PayrollOrg’s significant membership discounts on these resources, I believe **joining would be an invaluable investment**.

In closing, as a member of PayrollOrg, not only would I be able to **better ensure that *<name of your organization>* remains compliant with current laws and regulations**, but I would be more proficient and effective in my efforts as a payroll professional.

Thank you for your consideration. Please let me know if you have any questions or you can view the website at [Payroll.org](https://www.payroll.org/).

Sincerely,

<Your Name>