

To: Ocean City Boat Show Staff:

Thank you for volunteering your time to staff our display. It is very important that we present ourselves as the premier boating club, offering the very best in boating education and fraternity on and off the water. This exhibit allows us the greatest opportunity to show off who we are and encourage other boaters to join our ranks.

Please be sure to greet every visitor as if he/she is a potential member of Ocean City Power Squadron. Ask about their boating background and how we can best help them become better or safer boaters. If they show any interest in what we have to offer, encourage them to complete a "Lead Form" which will be readily available. Make sure you get as much information as possible as these form will be used by the various squadrons to contact the visitor. It is most important that the form is legible and contains their contact information. Their zip code is the primary way the forms are sorted so it reaches the proper squadron commander. The form should have either a phone number or email address filled in. There is a space for "Notes" if there is something you want to include or pass on to the squadron receiving the lead. Assure the visitor that their information is just to provide the requested information and will not be used for any other purpose.

All visitors, even those from our area should complete fill in the form for information. Once completed, place the forms in the envelope provided.

Again, thank you all for helping.

**Cdr Stuart C. Glassman, S
Ocean City Power Squadron.**