



Kiwanis Club of the San Ramon Valley

50th Anniversary Committee

May 25, 2007

JC Brandon
JCB Capital
Walnut Creek, CA>

Subject: Kiwanis Club of San Ramon Valley
Luncheon Speaking engagement, June 14, 2007 @ 12Noon
Roundhill Country Club, 3169 Roundhill Road, Alamo, CA 94507

Dear JC:

Thank you for agreeing to speak to our local Kiwanis Club. We look forward to your talk.

Your presentation should be about 25-30 minutes including a 5-minute question and answer period. Please conclude your program by 1:25 PM.

We normally have 25-30 people attend our meetings. Handouts are welcome. Kiwanis members are mostly small business owners and executives of large local businesses.

We are particularly interested in presentations that inform our membership on relevant issues. We are a community service group, and we annually donate over \$40,000 to local Charities. Please do not use Kiwanis as a forum for advocacy or advertising purposes.

Before the meeting, I will call you to confirm your attendance. If, for any reason, you will be unable to speak, please call so we may arrange another speaker. Thank you again for sharing your time and insight with our group.

Sincerely yours,

Alan Davis
Speaker Chair