



Florida *Elks* Children's Therapy Services, Inc.

TO: All Past State Presidents  
Board of Directors, FECTS  
All Exalted Rulers  
All Secretaries

Dear Elks:

At the present time, we have 325 children being served by our therapists.

One of the benefits of having a therapist in every district is that the therapists can periodically be invited to a lodge or district function for a presentation. The anticipated audience size should be about 100 persons. This does require coordination and obviously, the therapists do need to spend most of their time providing the patient's with the therapy services.

The Board of Directors of Florida Elks Children's Therapy Services have devised an organized plan for requesting therapist participation at a lodge or district function. Please find enclosed a form which must be used whenever a lodge or district wishes to have a therapist participate in some type of presentation. The form should be completed and then returned to me in plenty of time to arrange a schedule with the therapist to accommodate the function. .

As soon as the form is completed and mailed to me, I will contact the therapist in order to review their schedule. As soon as the therapist confirms availability for the presentation, the individual Elk in charge, will be advised. At that point, the therapist and the Elk in charge will communicate for the details. We believe that this system will work well and will avoid miscommunications.

If in the meantime you have any questions or problems, please don't hesitate to advise.

Sincerely and fraternally,

Ben S. Brown, Jr.  
Administrator