



**DISTRICT 55**  
**INSTRUCTIONS TO REQUEST 2nd FREE LEARNING PATH**

*For Dual Members*  
*January 29, 2018*

Dear District 55 Dual Toastmaster Members,

After Pathways launches in our District, dual members are encouraged to complete their assessment and select their first learning path. Once complete, please submit your request to receive your second free learning path by contacting World Headquarters. Follow the instructions below, selecting either Option A or Option B. Our Pathways team appreciates your cooperation.

**OPTION A: PROFESSIONALLY PRINTED MATERIALS**

If you are requesting your second free learning path in professionally printed materials rather than online materials, you will need to pay the \$25.00 print material fee. Be prepared to provide credit card information. You are encouraged to call World Headquarters to make the request. Club officers should not complete this task for you.

949-858-8255  
6:00 a.m. – 7:00 p.m. Pacific Time  
Monday – Friday, excluding U.S. holidays

**OPTION B: ONLINE MATERIALS (BASE CAMP)**

If you are requesting your second free learning path in online materials, please copy and paste the script below and send in an email to World Headquarters. The email address and text for the subject line follow. Club officers should not complete this task for you.

**SEND REQUEST TO:** supplyorders@toastmasters.org  
**SUBJECT LINE:** REQUEST 2nd FREE LEARNING PATH, PATHWAYS

*Date*

Dear Toastmasters International Supply Order Team,

I hold a dual membership as a Toastmaster in District 55. Pathways launched in our District in February 2018. I have taken my assessment and selected my first learning path. This email is my official request to provide my second free learning path in Pathways.

**First and Last Name:** Name  
**Member ID:** Number  
**Email address:** Email  
**Club Name:** Club  
**Club Number:** Number  
**2nd Free Path Requested:** Path Name

Thank you in advance for your assistance,

Name