**Letter of Confirmation to become Editorial Board Member**

**Name:.……………Susan West …………………………………...**

**Designation & Affiliation: Arkansas Tech University Assistant Professor …………………**

**E-mail: ……………………swest7@atu.edu……………………………..**

**Contact number: ………479-356-6205……………………………………………………..**

**Area of Expertise: ………Front Office/Event Management/Marketing………………**

**Consent Form**

I, Dr./Prof.………………………………………………… am willing to become an Editorial Board member for the “Journal of Hotel and Business Management” and have understood that I shall fulfil basic requirements for the Journal. I shall satisfy the regular responsibilities bestowed upon me as an Editorial Board Member. I shall be prompt in responding the communications received from the journal office. I assure to follow the standard publication ethics as an Editor. I shall not be biased in taking decision on articles assigned to me and promise to maintain the quality.

**Please provide your specific consent as per the requirement:**

* I have required academic and professional experience to become Editorial Board Member (**Yes**/No)………
* I will stand by the rules and regulations following the guidelines provided by the publisher (**Yes**/No)………
* I will render my service to benefit the journal for 2/3/4/5 years (**Yes**/No)………
* I will help in soliciting quality manuscript(s) from my colleagues and peers (**Yes**/No)………
* I will recommend the Journals to my colleagues and peers **(Yes**/No)………

I shall be available to complete timely review for the assigned articles. I shall also support the Journal related promotional activities. As an Editorial board member, I will encourage authors to publish manuscripts in the Journal.

**Signature:…Susan E West …………..**

**Date:………………8/14/17…………………………..**

**Place: ………………Russellville Arkansas…………………………**