

[Your Church's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to you on behalf of [Your Church's Name] to share our vision and seek your support for our upcoming fundraising campaign.

As you may know, our church community plays a vital role in [briefly describe the mission or needs of the church, such as community outreach, youth programs, building maintenance, etc.]. This year, we are aiming to raise [specific amount] to [describe purpose of the fundraising, such as renovate the church, support a specific program, etc.].

We believe that with your help, we can achieve our goals and continue making a positive impact in our community. We would be grateful for any contribution you can make, no matter the size. Every dollar counts and goes directly towards [reiterate the purpose].

As a token of our appreciation, all donors will receive [mention any recognition or incentives you might offer, such as a thank-you letter, mention in the church bulletin, etc.].

Thank you for considering our request. If you have any questions, please do not hesitate to reach out to me at [Your Phone Number] or [Your Email Address]. We appreciate your support and look forward to working together to make a difference.

Blessings,

[Your Name]

[Your Position]

[Your Church's Name]

[Church's Address]

[City, State, Zip Code]

[Church's Phone Number]

[Church's Website]