

[Your Charity's Letterhead]  
[Date]  
[Recipient's Name]  
[Recipient's Title]  
[Recipient's Organization/Business]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Support Us Through AmazonSmile!

We hope this message finds you well. As a valued supporter of [Your Charity's Name], we are excited to share a simple yet impactful way for you to help us continue our vital work in the community.

AmazonSmile is a program that allows customers to donate 0.5% of their eligible purchases to a charity of their choice at no additional cost. By choosing [Your Charity's Name] as your preferred charity, you can contribute to our mission every time you shop on Amazon.

Here's how you can help:

1. Visit [smile.amazon.com](https://smile.amazon.com).
2. Sign in with your Amazon account.
3. Select [Your Charity's Name] as your charitable organization.
4. Start shopping! It's that easy!

With your support, we can [briefly mention a specific goal or project, e.g., expand our outreach, provide more services, etc.]. Every little bit helps, and your participation in the AmazonSmile program can make a significant difference in the lives of those we serve.

Please feel free to share this information with friends and family.

Together, we can make a positive impact!

Thank you for your continued support. If you have any questions or need assistance, don't hesitate to reach out to us at [Your Contact Information].

Warm regards,

[Your Name]

[Your Title]

[Your Charity's Name]

[Website URL]

[Phone Number]

[Email Address]