

[Your Organization's Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are excited to announce our upcoming fundraising event, [Event Name], taking place on [Event Date] at [Event Location]. This event is vital for supporting [brief description of your cause or mission].

We would like to invite you to partner with us through Amazon Smile. When supporters shop through Amazon Smile and select [Your Organization's Name], a percentage of their purchase will be donated directly to our cause, at no additional cost to them.

To help spread the word about this opportunity, we kindly ask you to share information about Amazon Smile with your network. Your support can significantly enhance our efforts and help us reach our fundraising goals.

If you have any questions or need further information about how to get involved with our fundraising efforts, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity to make a difference!

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Phone Number]

[Your Email Address]

[Organization Website]