

[Your Organization's Letterhead]

[Date]

[Volunteer's Name]

[Volunteer's Address]

[City, State, Zip Code]

Dear [Volunteer's Name],

Subject: Amazon Smile Engagement Letter

We are thrilled to have you as part of our community volunteer team at [Your Organization's Name]. Your commitment to making a difference is truly inspiring, and we appreciate your willingness to support our initiatives.

As a participant in the Amazon Smile program, we want to outline a few key details regarding your involvement and how you can help us maximize our impact:

1. **Program Overview**: Amazon Smile allows customers to choose [Your Organization's Name] as their designated charity. A percentage of their eligible purchases will be donated to our organization at no extra cost to them.

2. **Volunteer Role**: As a volunteer, you will help spread the word about the Amazon Smile program within your community, encouraging friends, family, and colleagues to select [Your Organization's Name] as their preferred charity on Amazon Smile.

3. **Engagement Activities**: Your responsibilities may include:

- Sharing information through social media and community events.
- Distributing flyers and promotional materials.
- Assisting in outreach efforts to increase participation.

4. **Support and Resources**: We will provide you with the necessary materials and support to make your outreach successful. Should you need any assistance or additional resources, please do not hesitate to reach out.

5. **Feedback and Communication**: Regular updates and feedback will be provided as we track our progress with the Amazon Smile program. We encourage open lines of communication and any suggestions for improvement.

Thank you for joining us in this important endeavor. Together, we can make a significant impact in our community.

Warm regards,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Organization's Phone Number]

[Your Organization's Email Address]

[Website URL]