

Notification of Bylaw Revisions

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to inform you that the Board of Directors of [Charity Name] has proposed revisions to our bylaws. These amendments are aimed at enhancing our operational effectiveness and ensuring compliance with current regulations.

The key changes include:

- [Brief description of revision 1]
- [Brief description of revision 2]
- [Brief description of revision 3]

We encourage your input on these proposed changes. A meeting will be held on [Insert Meeting Date] at [Insert Meeting Location] to discuss these revisions. Please RSVP by [RSVP Date].

Thank you for your attention to this matter. We appreciate your ongoing support of [Charity Name].

Sincerely,

[Your Name]

[Your Position]

[Charity Name]

[Contact Information]