

Dear [Recipient's Name],

I hope this letter finds you in good spirits. I am writing to you on behalf of [Charity Name], a local charity dedicated to [brief description of the charity's mission]. We are excited to announce the launch of our upcoming fundraising campaign, "[Campaign Name]," aimed at [specific goal of the campaign].

As you know, [brief background about the charity and its impact]. With your support, we can continue to make a tangible difference in our community.

We are reaching out to invite you to join us in making this campaign a success. Here's how you can help:

- Make a donation--every little bit counts!
- Spread the word within your network.
- Join us at our fundraising event on [date and location].

Your generosity will directly contribute to [specific outcomes expected from the campaign]. Together, we can [reiterate the impact].

Thank you for considering supporting us. For more information or to make a donation, please visit our website at [website URL] or contact us at [contact information]. We look forward to your support!

Warm regards,

[Your Name]

[Your Position]

[Charity Name]

[Phone Number]

[Email Address]