

Letter of Appeal for Emergency Funds

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of [Church Name], where I serve as [Your Position]. We are reaching out during a challenging time for our community, and we need your support.

Recently, we have encountered unexpected circumstances that have placed a significant financial burden on our church. [Briefly describe the specific need and the situation, e.g., "Our roof was severely damaged during a storm, and urgent repairs are necessary to ensure the safety of our congregation and preserve our historic building."]

In light of this situation, we are appealing for emergency funds to help cover these essential expenses. We estimate that the total cost for the repairs will be approximately [insert amount]. Your generous support would make a tremendous difference in our ability to continue our ministry and serve our community effectively.

We are grateful for any contribution you can make, no matter the size. If you are able, please consider donating to our emergency fund by [insert instructions for donation, e.g., "visiting our website or sending a check to our church address"].

Thank you for your continued support and for being a vital part of our church community. Together, we can overcome this challenge and continue to fulfill our mission.

Sincerely,

[Your Name]

[Your Position]

[Church Name]

[Contact Information]