

Dear [Alumnus Name],

I hope this letter finds you in great spirits. As a proud member of the [School/University Name] alumni community, you understand the profound impact our institution has on the lives of students and the community at large.

We are reaching out to you today with an exciting opportunity to support the next generation of leaders. Your contributions can help us enhance educational programs, provide scholarships, and improve facilities here at [School/University Name].

This year, we are aiming to raise [specific amount] to fund [specific project or initiative]. Your support can make a significant difference. We invite you to consider making a gift to our alumni fundraising campaign.

Every donation, no matter the size, is vital and deeply appreciated. Together, we can ensure that [School/University Name] continues to thrive and empower future generations.

Thank you for your consideration and continued commitment to our alma mater. We look forward to your support.

Warm regards,

[Your Name]

[Your Title]

[School/University Name]

[Contact Information]