

Recurring Donation Setup Request

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request the setup of a recurring donation to support the [Disaster Relief Fund Name]. As we are all aware, the recent [describe the disaster briefly] has profoundly impacted our community, and it is essential that we provide ongoing assistance to those affected.

Therefore, I would like to commit to a recurring donation of [Insert Amount] per [month/quarter/other] to ensure sustained support for the relief efforts. Please consider this letter as my formal request to establish this recurring donation.

Thank you for your efforts in making a difference in the lives of those affected by this disaster. I look forward to your confirmation of this setup.

Sincerely,
[Your Name]
[Your Address]
[Your Email]
[Your Phone Number]