

Recurring Donation Setup Request

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request the setup of a recurring donation for the [Local Community Project Name]. Our project aims to [briefly describe the purpose and goals of the project].

We believe that with consistent support, we can make a lasting impact in our community. Therefore, I would like to initiate a monthly donation of [insert amount] starting on [insert start date].

Please let me know the necessary steps to formalize this arrangement. I am looking forward to your positive response and support for our community efforts.

Thank you for your consideration.

Sincerely,

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