Letter Writing and Fundraising Instructions:

Please write a personal note on the letter so that the potential donor knows who is sending the letter. This note should include the follow:

- 1. Dear "recipient name". This is especially important for letters to businesses!
- 2. If it is a business, please say who you are
- 3. State why you want to go on the Mission
- 4. Some sort of thank you
- 5. IMPORTANT: Sign your name below your blurb.

Example for business: Dear [Business Name], My name is Jane Doe and I am from [Parish Name]. I would really like to attend the Mission this year to help others. I would appreciate any help that you are able to give towards my costs. Thank you, Jane Doe.

Example for family/friends: Dear grandma and grandpa, I would really like to go on the Mission this year to help others. Could you help me as part of my Christmas present this year? Love, Jane

Shepherd of the Hills CATHOLIC PANSH	
Due friend, This summer, a group of high school youth from Stephend of the Hills will be traveling to Columbia, SC. We will be pointer fundered of other young Cartholic from arcsit the courty is participate in Adve in the stephene of the stephene of the stephene of the stephene of the stephene of the counterclass, participation of the stephene of the Stephene of the Stephene of the stephene of the stephene of the stephene of the stephene of the Stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene of the stephene o	Sally Student 302 Red, White and Blue Ave. Wilmington, NC 28409
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****Please do not write on the back. Businesses might miss your personal statement.

A pdf of this letter is available on the website for you to print at home to send out. If a check is given/sent to you for mission, please send it to the SOTH parish office as soon as possible MEMO line Mission Trip & your child's name. **Anna Kraus W1562 Co Rd B, Eden, WI 53019**