

EXAMPLE ONLY

SCHOOL/SPORTS GROUP/BUSINESS GROUP/COMMUNITY GROUP OR ASSOCIATION - suggested letter to Pie Drive supporters

Dear X,

As part of our plan to raise funds for (REASON & NAME OF YOUR ORGANISATION) we are running a fantastic Pie Time 'Great Southern Highlands Pie Drive' in conjunction with Meals on Wheels Southern Highlands.

I am pleased to announce that for this fundraiser drive we have a selection of Pies that will be freshly locally handmade and delivered chilled NOT frozen. As we help your organisation we will be helping our local Meals on Wheels Southern Highlands too.

All of our profits will go to (YOUR PURPOSE OF DRIVE).
You will be able to collect your Pies on (INSERT DATE & TIME & PLACE)

We suggest you sell to family members, colleagues in the workplace, friends or neighbours.

We ask that all orders and money collected be returned to (NAME OF COLLECTOR) in the envelope no later than (CLOSING DATE – we suggest 2-3 weeks from the start of your drive).

Fundraising activities such as this make a vital contribution towards improving (FACILITIES/RESOURCES) for the benefit of our (MEMBERS/CHILDREN). In anticipation of a successful fundraising drive, I thank you for your support.

YOUR NAME

YOUR SIGNATURE

NAME OF YOUR ORGANISATION