**Sample letter for church members**

[Address 1]

[Address 2]

[Address 3]

[Address 4]

Dear *[Name, handwritten]*

You may remember that our PCC recently agreed to join the Parish Giving Scheme. I am writing to you now to invite you to join the scheme as part of your ongoing support of the life of *[name of church]*.

Please find enclosed a booklet that explains this safe, tried, and tested scheme, as well as a gift form which we invite you to prayerfully consider. This is a wonderful opportunity for us all to consider how we can support the mission of our church and to review our own generosity.

*[Please put here in brief the focus and mission for the church demonstrating where the money goes – articulating the need]*.

If you require more information, please do contact *[name and number]* who will be able to help you.

With God’s blessing,

*[Signature]*

*Incumbent/PCC Treasurer/Church Warden [Delete as appropriate]*

**Sample letter for wider community**

[Address 1]

[Address 2]

[Address 3]

[Address 4]

Dear *[Name, handwritten]*

I am writing to thank you for your support for *[name of church]*. It is good to have you as part of our church.

The ministry of our church has been, and continues to be, possible through the generosity of our church members and friends of the church. *[Name of church]* is a vital part of our community. Please think for a moment about what our church means to you. Week by week we meet to worship and provide many activities for all ages to our community, including *[include one or two recent or ongoing examples of whatever means are used to reach out to and serve the local community.]* We are also privileged through our ministry to offer support to those who have lost loved ones, and to welcome families celebrating marriages orbringing their children for baptism*. [Include/delete as appropriate]*

I am writing to you as someone who *[is a friend of name of church/worships with us: delete as appropriate]* to ask you to consider the support you give to our church. Please read the enclosed [leaflet/brochure] and consider how you can respond. We are asking people to join the Parish Giving Scheme, by giving monthly, quarterly, or annually – whichever is most convenient. The financial details of what is given will be confidential to our Treasurer, but I will be aware of the overall response and will write to thank all those who respond.

Thank you for reading this letter and the thoughtful way in which I know you will respond. I hope and pray that you will join us in regular support for our church. If you need further information or want to talk this through with someone, please do not hesitate to contact me.

*[Your usual sign off]*

*[Signature]*

*Vicar*