Address 1

Address 2

Address 3 [Date]

Dear [ideally handwritten]

I am writing to those who worship with us here at [*name of church*] as we come to our annual review of giving. Can I begin by thanking you for your personal commitment to the life of our church this past year.There is much to be grateful for; we’ve had a *really positive/encouraging/challenging* year. I also believe that we have got lots to look forward to. *[Perhaps insert one or two goals here?]*

It is good to be part of a living church but, as you know, life costs. Every year the costs increase for our homes and [name of church] is no different. Our costs increase every year and so do our opportunities to serve our community here in [location]. If we are to achieve our goals each of us needs to think and pray about our commitment to give regularly and generously to the work of [*name of church*].

So I am writing to ask you to join with me and all of our church family at [name of church] as we review our giving. Our Annual Review, on Sunday *[date]*, is our opportunity to do this together.

I am inviting each one of us to prayerfully review our own giving. If you currently donate using a giving envelope, I invite you to consider using [the Parish Giving Scheme/Standing Order] as planned givingenables us to make our plans for the future with confidence and secures the future of ministry in this place.

[It may help you to know that we could meet our budgeted costs for the coming year if each church member increased their weekly giving by £xx.] If you feel able, please either…

1. Complete the enclosed Parish Giving Scheme form…..the enclosed response form…. the enclosed Standing Order form… and give it either to our [PCC office name], [name] or drop it into the vicarage in the enclosed envelope, or send it electronically by scanning a copy to………; or,
2. Contact your bank to amend your Standing Order; or,
3. Complete a Parish Giving Scheme application [or increase your gift] either online [insert link] or by telephone them on 0333 002 1271 quoting reference [insert details]

If you would like further information, about Gift Aid for example, or leaving a gift in your will to [name of church], pleasedo contact [name] or the Diocesan Registrars, Batt Broadbent, 01722 432390 / registry@battbroadbent.co.uk.

We are part of a living church. With God’s help and your support, we can achieve great things. Can I thank you for the thoughtful way in which I know you will consider this matter.

[Vicar/Other]

[ideally handwritten signature]

PS. The regular, faithful, and committed giving by our church family, maintains our much-loved church, pays our bills, makes ministry possible and expresses our love and gratitude to God. Thank you for playing your part.