

SAMPLE Letter FOR RAFFLE FUNDRAISING REQUEST

To use, copy and paste the text below onto a BLANK letter template

If you wish to purchase ANNA letterhead for your chapter to use, contact anna@ajj.com

Keep your letter short!

.....

Dear Business Owner:

The nurses of the *(name of chapter)* Chapter of the American Nephrology Nurses' Association are planning their annual *(Type)* raffle fundraiser to benefit *(identify recipients)*

We are a non-profit organization with over *(number of members)* members representing *(state)*. In addition to providing educational offerings for nephrology nurses, each year the Chapter reaches out to the local business community to support our efforts of assisting *(name of recipients)*.

(Describe how monies were used in the past)

We appreciate your donation of a prize or gift certificate to be used in the raffle. Monetary donations are also accepted and checks may be made payable to the *(Name of chapter)* and mailed to the address listed below. Our Chapter EIN# is 12-345678. The raffle will be held at our (date) meeting.

Thank you very much for your support.

Sincerely,
Sincerely,

Name, Officer Position
Chapter Name
E-mail:
Phone:

.....

SAMPLE **Email** FOR RAFFLE FUNDRAISING REQUEST

To use, copy and paste the text below into your email.
Send this out via your default email server

If you have a chapter Website or a list of chapter events, include them in your email.
Visitors will also welcome a list of chapter officers, their roles and contact information.
Add pertinent information as needed but always keep your messages short!

.....

Dear Business Owner:

The nurses of the *(name of chapter)* Chapter of the American Nephrology Nurses' Association are planning their annual *(Type)* raffle fundraiser to benefit *(identify recipients)*

We are a non-profit organization with over *(number of members)* members representing *(state)*. In addition to providing educational offerings for nephrology nurses, each year the Chapter reaches out to the local business community to support our efforts of assisting *(name of recipients)*.

(Describe how monies were used in the past)

We appreciate your donation of a prize or gift certificate to be used in the raffle. Monetary donations are also accepted and checks may be made payable to the *(Name of chapter)* and mailed to the address listed below. Our Chapter EIN# is 12-345678. The raffle will be held at our (date) meeting.

Thank you very much for your support.

Sincerely,
Sincerely,

Name, Officer Position
Chapter Name
E-mail:
Phone:

.....