

SAMPLE FINAL REMINDER LETTER

Hello Team,

As the United Way Campaign comes to a close, I wanted to send out one last message to encourage you to get involved. If you’ve already donated, **thank you!** Your commitment to improving our community sends the message that [COMPANY NAME] is a company that cares. We are grateful for you.

If you’re still thinking about it – please keep this in mind:

United Way receives much of its funding from workplace campaigns like ours, so every dollar you can give really does make a difference. Every additional person that chooses to contribute to the campaign helps address critical needs in our community, like children in need of school supplies, families find shelter, provide access to essential health programs for the most vulnerable, and allows families to gain financial independence.

Thanks to the generosity of people like you, United Way is changing our community for the better.  **Please help us finish our campaign strong by making a gift today!**

Thank you for everything you do!

Sincerely,

[CEO, Campaign Chair or Coordinator]

**About United Way:** The United Way of West Ellis County is an independent 501(c) 3 organization that has been serving local residents for over 70 years. Our mission of providing support to those in need focuses on education, financial stability and health programs. Collaborative work with local programs, business partners, and community leaders is what differentiates the United Way of West Ellis County. We cater to critical needs, while simultaneously building positive and long-lasting community change. *For more information:* (972) 723-7520 or visit [www.uwwec.org](http://www.uwwec.org). The United Way of West Ellis County is located at: 717 W. Main Street, Suite 4, Midlothian, TX 76065. Follow us on [Facebook](https://www.facebook.com/UWWEC), [Twitter](https://twitter.com/UWEllisCounty) and [Instagram](https://www.instagram.com/uwwec/) - @uwelliscounty