**Date**

Dear\_\_\_\_\_\_\_\_\_\_\_\_\_,

**(Greeting)**

**Example**: Happy New Year! I hope my letter finds you well!

My name is \_\_\_\_\_\_\_\_\_\_\_\_\_. I am a member of **(your city)** 4H. I’ve been a member since **(year you joined).** I raise and show \_\_\_\_\_\_\_\_\_\_\_\_. **(Explain why you raise and show your animal type, what you love about doing it, what you’ve learned so far and what you hope to accomplish).**

**(Ask for donations in your own words)**

**Example:** If you are in a position to do so PLEASE consider donating to my project. Any amount is helpful and it is a tax write off for you and or your business.

**(Talk about what you did with last year’s donations and or what you plan to do with this year’s donations).** Example: Last year with the donations I received after expenses to raise and care for my (your type of animal) I was able to put **($\_\_.00)** in my savings account for college.

This year my show is on **(date)** at **(time).** Please see the back of the letter for a full schedule. Please come join us. . I hope to see you there!

Thank You In Advance for donations!

**(your signature)**

Please mail donations to **(your address)** and make checks payable to BALSFA.

***If possible include pictures on your letter of you, your animals and previous shows.***