

Your Church/Organization Logo Here

[name of addressee]

[street address]

[city/state/zip]

[Date]

Dear [first name],

What does the community surrounding your church think of your church? How many of your members are actively engaged in serving people in need in your community? Have you ever dreamed of seeing most of your folk *actually* being the hands and feet of Jesus to their neighbors?

If you answered these questions in a way that leaves you wondering where you can find help, you need to know about an opportunity right here in [town/city] to learn how to **mobilize 50 to 75 percent of your average attendance** in serving people in need in our city. Operation Inasmuch is a model of community ministry that has been used by more than 2,100 churches in 25 states to achieve just what the prior sentence says. Training in how to plan and implement an Inasmuch Day will take place at [location and time/date]. If you want your church involved, send a team of dependable leaders (five to ten) to this training and they will learn everything they need to know to conduct a highly successful Inasmuch Day.

This training will include . . .

* Developing a timeline for planning and for the event itself.
* Recruitment/training for leaders.
* Identification of worthy projects.
* How to track volunteers/projects.
* Development of a marketing strategy.
* How to have a high-energy kickoff and post-event celebration.

The training will be led by [names of individuals/organization leading the training]. Handouts and videos will make it an all-inclusive training session. You do not want to miss this opportunity! Call [contact person] at [phone number] to register your church for this exciting chance to see your church make a lasting difference in our community.

Your co-laborer in Christ,

[name of sender]

