

Annual thank you letter financial givers

TEMPLATE

Dear [First Name and Partner/Family name if appropriate](#)

On behalf of [St XXXX](#), thank you!

As we draw our accounts together for 20XX, I am writing to thank all our regular givers for their generous financial contributions to the work our chaplaincy. [\[Thank you for your own regular gifts of XXX during the past year.\]](#)

Regular givers like [yourself/yourselfs](#) are absolutely vital to [St XX's](#) mission and ministry. Between us, we gave [£xxx](#) in regular giving in 20XX, which makes up [XX%](#) of our total income. Through this generosity, last year we were able to:

- Pay for our chaplain who provides leadership and ministers to us in so many ways, undertaking much-needed pastoral work in our wider community;
- Offer a warm and safe return to all our church services, including our Christmas events when we welcomed X number of people into [St XX's](#) during December;
- Re-establish our important children's work with X number of families/young people;
- Run our foodbank, serving X number of people who are in real need at this time;
- Undertake vital repairs to our church, including our roof;
- Give away [£xxx](#) to support our chosen mission agencies and charities including [\[example\]](#).

Looking ahead, it is good to know that – because of generous regular givers like you – the Chaplaincy Council can plan for [St XX's](#) continued growth with confidence. Once again, thank you very much for your own regular and committed giving.

Yours sincerely,

[\[Insert Signature\]](#)

Treasurer

[\[Note – if the letter is from the Chaplain, delete line in blue and add](#)