

## SAMPLE LETTER

Personalize and copy and paste to email to prospective sponsors.

Hi \_\_\_\_\_,

I'm excited to be participating in the Cope Environmental Center's 5th Annual Birdathon from May 3-19. I would love for you to sponsor me.

I am hoping to see (70 ? Your number here) different species of birds. With this link below, you can pledge money per bird or make a flat donation. All the money I raise will support Cope Environmental Center and you will receive a letter from them for a tax deduction.

The platform that CEC is using to track donations is called Pledgelt. It is free to CEC, but just so you know, Pledgelt asks for a tip (their platform is free to non-profits so tips are one way they fundraise for their business expenses). This step is optional. They have a default amount of 15%, but you have the choice of changing that or you can choose "no tip." That is totally up to you.

You can sponsor me online by clicking this link:

(Insert YOUR personal link here)

You can also make checks out to Cope Environmental Center and mail them to CEC (1730 Airport Rd., Centerville, IN 47330) or to me. Just be sure to write my name/Birdathon in the memo line.

Thank you,