TeamRaiser Suggested Messages Email Templates

The following suggested messages should be provided to your event participants so that they can send them to friends and family from their Participant Center. Providing suggested messages to your participants is an important part of your peer-to-peer fundraising efforts. Event participants are excited about your organization and they are eager to help you achieve your fundraising goals; however, almost all will need encouragement and support with what steps should be taken to become successful fundraisers. These suggested messages are just one tool to help.

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| **Suggested Message 1: Solicitation Option** | |
| **Description: Support Participant** This message will be sent to FRIENDS AND FAMILY OF PARTICIPANT  *Default content: (replace with your modified subject line above and content below)* | *Best Practices* This template email is to start a participant on their fundraising efforts. This message should provide the participant with basic content that they can edit and customize to their liking.  *Delivery Time*  The participant will be able to send this message at any time from their Participant Center. |
| I recently accepted the challenge of participating in **<event name>** benefiting **<org name>**. **[Add more information about event and mission]**.  I am asking you to help by supporting my fundraising efforts with a donation. Your tax-deductible gift will make a difference in the lives of many! It is faster and easier than ever to support this great cause - you can make your donation online by simply clicking on the link at the bottom of this message. If you prefer, you can also send your gift check made out to **<Org name>** to me at the address listed below.   **[Participant’s address here]**  Any amount, great or small, helps in the fight. I greatly appreciate your support and will keep you posted on my progress.  Sincerely,  **[PARTICIPANT NAME]** |

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| **Suggested Message 2: Team Captain Recruitment** | |
| **Description: Join Team** This message will be sent to FRIENDS AND FAMILY OF PARTICIPANT  *Default content: (replace with your modified subject line above and content below)* | *Best Practices* This template email is to start a team captain recruiting members for their team. This message should provide the participant with basic content that they can edit and customize to their liking.  *Delivery Time*  The participant will be able to send this message at any time from their Participant Center. |
| Dear Friends and Family,  I recently decided to participate in **<Event Name>** on **<Event Date>**. Why don't you join my team? The more people the merrier and the better for **<Organization Name>**. I need people like you on my team.   I know that participating in an event that raises money for **<cause or mission>** must touch your life in some way. Think about the ways that **<cause or mission>** has impacted those around you. The money we raise will go to **<how support helps…>**. We need your support so please do anything you can - join my team, register as an individual or make a donation on my behalf.   Thank you so much for all of your support and I look forward to seeing you at **<event name>.**  Sincerely,  **[TEAM CAPTAIN NAME]** |

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| **Suggested Message 3: Thank You** | |
| **Description: Thank you for supporting me** This message will be sent to DONORS  *Default content: (replace with your modified subject line above and content below)* | *Best Practices* This template email is to thank the donor for their generosity as well as give an opportunity for donor to learn more about the event and organization.  *Delivery Time*  The participant will be able to send this message at any time from their Participant Center. |
| Dear [Donor Name],  Thank you! Thank you for supporting my journey. Thank you for recognizing the importance of the fight against **<cause>**. Thank you for your donation - your gift will help **<mission or impact here>**.  If you want to follow my progress, you can check my personal page at any time to see how close I am to achieving my fundraising goal. You can also follow links from that page to learn more about the event, and how you can get involved as a volunteer or a participant.  Also, if you'd like to learn more about **<org name>,** please visit their[website](http://www.convio.com/).  Thanks again for your donation. I know we are making a difference together for **<cause or mission>**.  Sincerely,  **[PARTICIPANT NAME]** |

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| **Suggested Message 4: Create Your Own Message** | |
| **Description: Blank email for custom message** This message will be sent to FRIENDS AND FAMILY OF PARTICIPANT  *Default content: (replace with your modified subject line above and content below)* | *Best Practices* This template email is intentionally left blank for the participant to use as they see fit.  *Delivery Time*  The participant will be able to send this message at any time from their Participant Center. |
| Dear (audience),  Your message goes here.  Sincerely,  **[PARTICIPNAT NAME]** |