

GIVING REMINDER EMAIL TEMPLATE

When you've had a phone conversation with a ministry partner who agrees to give a gift, immediately following the phone call, complete and send this email giving reminder.

Modify pronouns, ministry details, and financial information as appropriate. Replace bold text and brackets with relevant information, then change bold text to regular text.

Dear **[Ministry Partner's Name]**,

Thanks for the phone conversation earlier today. It was great catching up with you and hearing about **[reference something from the conversation]**.

We couldn't be more grateful that you and **[spouse]** are willing to give a gift to our ministry again this year. It's not a cliché—we couldn't be in this life-changing, disciplinemaking ministry without people like you who share our passion for knowing Christ and making Him known and who give generously to help make that happen. Thank you again.

To give easily and securely, please go to [navigators.org/staff/\[NavID\]](https://navigators.org/staff/[NavID]) or use the giving card and envelope that came with the letter to mail in your gift.

If you've already given, thank you.

We know you care about advancing the gospel, and we're so grateful to have you on the front lines of ministry with us!

[Your name]



Ministry of Partner Development

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