

(Date)

«First» «Last»
«Title»
«Mailing»
«City», «State» «Zip»

Dear «First»,

As a alumni (or example of relationship) of University of Denver and a member of [Team], we like to keep you informed about what's going on with the current group, and we'd also ask that you help support our [team, club, etc]. Our students benefit greatly from the various [equipment, travel, resources, etc], and your financial support is integral to the continued success, team building, and fun of [Team].

Over the past year [Team] has been at the forefront of many exciting changes. **Talk about changes, travels, competitions, rankings, successes, etc.** This year we'd like to raise funds to help us [travel, buy uniforms, pay entrance fees-specifics help]/or our major goal is to purchase [item].

Our current [team, club, group] would greatly appreciate your continued support and commitment to DU and [Team] by providing a financial donation. You can write a check payable to the University of Denver Athletics, and in the notes section write (our team name). Or, you can donate online at (insert giving link).

Checks can be mailed to:

Name
University of Denver Athletics
2201 East Asbury Ave.
Denver, CO 80210

Thank you for your support,

(Name)

[Title]

(Phone Number)

(Email Address)

(Club website)