



Sample Letter to Food Drive Participants

Modify the below content to fit your needs for a letter to potential Food Drive Participants:

Title: It's time for a Food Drive!

Our organization will be holding a food drive on **[insert dates]** to help St. Joseph Food Program. This is a great chance to make a difference in our community. St. Joseph Food Program provides food at no cost for low-income families, senior citizens and individuals in need throughout the four counties of Winnebago, Outagamie, Waushara and Calumet; and serve 1000 families every week. I encourage you to join us in our efforts to help our less-fortunate neighbors. The food and funds we raise will help St. Joe's supply food to these families.

Thank you for your help!
(Signed by company executive, management, food drive coordinator)