



## DR Finances How-to

Dear DR Trip Member,

Here are your supplies for sending out your DR donor letters. I have included a financial support card, which you will need to copy and place in every letter you send out. I have also included 30 return envelopes for you to stamp and place within your large envelope that you will provide. You should hand in your letters to me at our January 16 meeting. Just a reminder – when you write your letter, keep it short and sweet. Tell them what you are doing, what you need to raise, and why you are excited to go. You should also include the following URL in your letter for people who would like to give online.

**[cvcaroyals.org/spiritual-life/mission-trips/](http://cvcaroyals.org/spiritual-life/mission-trips/)**

When you hand in your letters to me on January 16, they should be stamped, sealed, addressed, and ready to mail. Your envelope should include the following:

1. Your letter (which you will type up)
2. A copy of the Financial Support Card (provided)
3. CVCA Return envelope (provided)

What should I include in my “donor letter”?

- The “W”s... Who? What? Where? When? Why?
- Why you are excited to go
- What you would like to see God do on this trip
- Keep it short and meaningful
- Have a parent proofread your letter

If you need extra return envelopes please stop by the Welcome Center and pick up as many as you need.

Merry Christmas,  
Mr. Newland

