

7th Floor, The Programme Building,
The Pithay, Bristol, BS1 2NB

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info@meningitis.org
meningitis.org



[RECIPIENT'S NAME]
[RECIPIENT'S ADDRESS]
[TODAY'S DATE]

[YOUR NAME]
[YOUR ADDRESS]

Dear [RECIPIENT'S NAME],

My name is [NAME]. I was raised in [AREA] and attended [SCHOOL] from [YEAR] to [YEAR]. On [DATE] I will be undertaking [CHALLENGE] to raise money for Meningitis Research Foundation.

I will be fundraising [TARGET] for the charity throughout the year, and I am writing to enquire if [ROTARY CLUB] might be able to offer a donation to the charity for me.

Optional: add section about your connection to the club (e.g. if you know someone who is a part of it)

Should you want to donate, your money would go towards the work of Meningitis Research Foundation, who are fighting to create a world free of meningitis and septicaemia by 2030. Every year, there are around 2.3 million cases of bacterial and viral meningitis around the world. 1 in 10 people who get meningitis will die. The money that you donate to this amazing charity will be spent on conducting research into prevention, detection and treatment of the disease, raising awareness of meningitis and its symptoms, and providing support for those who have been affected by the disease. Please find attached a letter from the charity authorizing me to fundraise on their behalf.

If you would like to make a donation, I have an online fundraising page where you can make donations which is linked below. Alternatively, you can also make donations via cheque or bank transfer – please contact me if you'd prefer to do this. [LINK TO YOUR FUNDRAISING PAGE]

If you have any questions about the [CHALLENGE] challenge or the charity, or if you would just like to find out more, please contact me at [EMAIL ADDRESS] or on [PHONE NUMBER].

Thank you for taking the time to read about my project; I look forward to hearing from you soon.

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Registered Office: 7th Floor, The Programme Building, The Pithay, Bristol, BS1 2NB.

Yours sincerely,

[YOUR SIGNATURE]
[YOUR NAME]