Directions:
1. Be sure to replace every place you see *[Your Event Name]* with the name of your event and [Your Organization Name] with the name of your organization.
2. Replace any names and phone numbers with your own.
3. Update all text in blue brackets (you don't need to change the color of the text – color is not copied over].
4. When you copy this text into the email tool, colors and formatting, such as centering, will not copy. They are here for you see a sample. You may add this formatting within the email tool.

Dear %firstname%,

Only [x months/weeks] until the BIG DAY!!

As we head into the home stretch before the big event, there is still time to rally your fundraising troops! Stumped on how to do so?

- Ask 4 family members to sponsor you for $25 each
- Ask 4 friends to contribute $25 each
- Ask 4 co-workers to give $25 each
- Ask your employer for a company gift of $100
- Ask 2 local business (your hairdresser, dry cleaner, etc.) for $25

We are so appreciative for all you are doing to help [Your Organization Name] in raising funds for [organization cause].

Keep up the GREAT work!!

Wishing our participants a great FUNdraising weekend,
[Your Organization Name] Staff
http://wizathon.com/[yourfoldername].