

Support Letter Template

Greeting- Can be formal like, "Dear friends and family" or something informal such as, "Hello!"

Introduction- Introduce yourself (obviously), and the reason you're writing

Body- Give a little backstory. Talk about the decision to come to CMTS, and about what CMTS is. Here's a summary paragraph you can copy/paste:

Christian Missionary Technical Services (CMTS) is a ministry dedicated to supplying and equipping missionaries and other ministries across the globe. Since 1982, CMTS has worked behind the scenes to keep missionaries and other ministries operational. They provide vehicles and mechanical support, technical equipment, specialized supplies and services, and inspiration for others to serve.

Body cont.- After explaining CMTS, talk about what your role here will be, how you're feeling about this big change, etc. Be vulnerable; people will be able to relate better and will be more invested if they feel like they know you better after reading this!

Call to action- Now's the hard part... Asking for financial support, spiritual support, or support of any kind is difficult, but I promise God sees you humbling yourself by putting the weight of your need solely on Him and His ability to soften hearts and open doors. If it is particularly difficult for you to say the words, "I/we need your financial support", do it anyway, and tell people how difficult it is. They understand! Ask for their prayers too! *Specify the amount of support you need!*

Contact- Give them whatever information you are most comfortable handing out: email, phone number, WhatsApp, etc. They'll have questions, so they will want to know the best way to reach you.

Donation Information-

Donations are tax-deductible and can be made by visiting:

<https://cmts.kindful.com/>

Or checks made to "CMTS Ministries" with "Your name" in the memo, and mailed to:

CMTS Ministries

1119 N. Boundary Road

Berndale, PA 19506