Your Trip Location Insert picture here

DEAR FRIENDS & FAMILY,

**GREETINGS**: Example information please adjust to your own personal opening- I am currently a senior at Olivet Nazarene University, studying Finance, Accounting and Business Administration. I am involved in many things on campus including Enactus and Residential life as an RA. I have truly loved my experience here at Olivet and I have learned so much. Olivet has allowed me to grow so much over the last three years and I am so blessed by my experiences at ONU. I will have the privilege of being a part of a team from ONU going to [insert trip location] as a part of our Shalom Project Ministry Trips over [winter break, spring break, summer].

**WHEN:** [insert trip dates]

**WHAT WE WILL BE DOING:** [refer to description of what you will be doing on the website at [www.shalomproject.olivet.edu](http://www.shalomproject.olivet.edu)]

Closing line,

YOUR NAME

**HOW TO SUPPORT**

If you would like to support this trip financially, you can donate at shalomproject.olivet.edu or through a check by mail with the deposit slip attached. I am fundraising for a total of [insert trip amount]. Please make checks out to Olivet Nazarene University. Checks can be mailed to:

Olivet Nazarene University Office of Advancement Services One University Ave Bourbonnais, IL 60914

\*Note: My name should not be written on the check but on the enclosed donation slip only.

**PRAYER**

More than financial need, we need spiritual support through prayer!

* Safe travel for our group
* Open hearts and minds to see what God is teaching
* Local community of [your location]
* The leaders and volunteers of [your location]
* To serve this community and to do the Lord’s work