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Dear Fellow Church Members,

As you are aware, we are not in the best of times. Losing jobs during this pandemic has become common, and we have been striving and struggling hard to survive. Looking at our surroundings and listening to the news everyday scares the wits out of us. We were scared and confused as to how we would be able to manage everything.

And then we received a call from our Church pastor, (pastor name). And I thank each one of you, for coming together and contributing the generous sum of amount towards out well-being. The money we have received will be used for getting the necessary medicines for all along with groceries.

Today, I am short of words while I write this letter to my Church family. I appreciate your contribution and would pray for the well-being of all.

Thank you and God Bless.

(Your name)

(Your address)

(Your contact number)

(your email id)