

To: All Staff

Subject: (Company name) United Way Kickoff

You are invited to a (event name) as we kickoff (company name)s 2008-09 United Way Campaign.

Date:

Time:

Location:

Don't miss this opportunity to hear how our contributions make it possible for United Way to help people throughout our community. Hear how United Way is focusing on the basic things that we all need for a good life. We will get to hear stories of how our donations make a difference in our community.

Together, we can change lives.

Sincerely,

Campaign Coordinator