

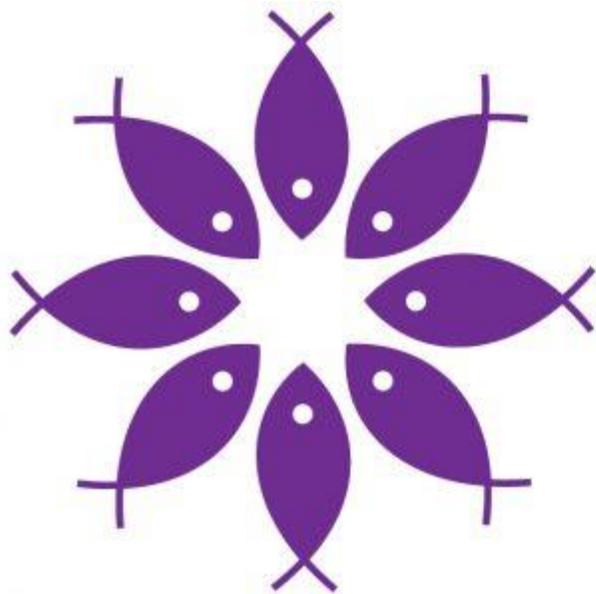


# Thank you letters with annual receipts

Lori Guenther Reesor,  
December 5, 2018



The  
**Presbyterian**  
**Church**  
in Canada



Presbyterians  
**Sharing**



## About Lori

- B. Math (Statistics)
- Master of Theological Studies
- D. Min. at Tyndale University College and Seminary, 2014
- Blog and research posted at [www.lgreesor.com](http://www.lgreesor.com)



## About Lori

- fundraising consultant
- speaker
- theologian
- *poet*
- **donor**
- board member
- former pastor
- *wife, mom*

# Please type in your questions

Moderator will read them out on your behalf. We'll also take question breaks during the presentation and again at the end.



# Thank you letters with annual receipts

- What wonderful work has God been doing in your congregation?
- Annual receipt letters
- Letters for people who didn't give

**WITH SAMPLES** for you to revise, correct and improve!!

And a brief introduction of narrative budgets which helps your congregation tell its story

# Thank you letters with annual receipts

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- 



# Thank you letters and shells on the beach

Both remind us that God does great work!

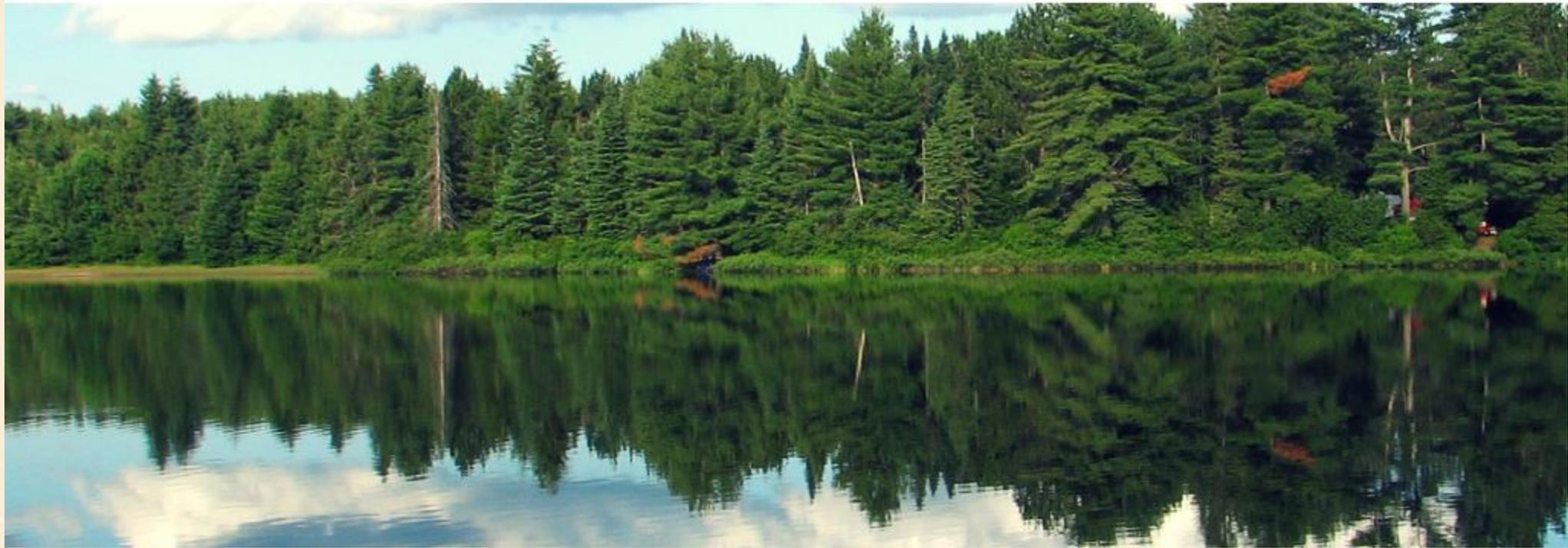


*We are called to be the church!*

WITH GRATITUDE FOR  
YOUR GENEROSITY IN  
ALL THINGS.

Christians give in grateful obedience to a generous God

I am grateful.



Dear Lori,  
Many thanks for your  
donation to the G... -bursary  
fund. It makes it possible for others  
to come on retreat who otherwise  
could not. Bless you + thank you.  
Happy New Year!



If I was writing a letter  
for my church, I would  
write about God loves  
every bunny



Three things a church can  
always be thankful for,  
even in tough times

[www.lgreesor.com](http://www.lgreesor.com)

**God.** God doesn't change. God is faithful today, next Tuesday, next week and next year.

**Worship.** Our congregation can gather to worship. It's easy to take this for granted. Even without a building, strategies, programs or goals, we can worship.

**Hope.** We have hope. God is faithful, we can worship and we are not alone. We have hope.



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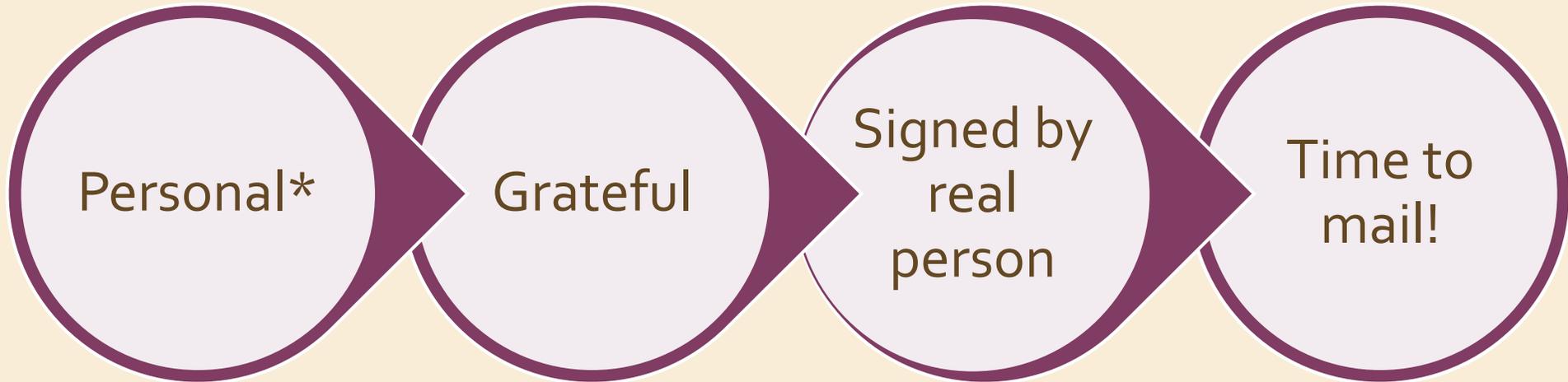
*IN  
LOVING  
MEMORY*

“like a bucket  
of cold water”

Shared with permission

A series of horizontal, wavy lines in shades of yellow and white at the bottom of the page.

# Thank you letter essential elements



\*Time to learn how to do a Mail merge in MS Word. You can do this!

# Suggestion

Dear Nina,

We thank God for the many years your mother devoted to this congregation. We are grateful for her faithful presence among us and think of her often. Thank you for the generous gift in her memory.

May the God of all comfort surround you at this time. Praying that your fond memories of her might be a blessing to you and your family. Thank you again for your generosity.

Blessings to you,



Dear Mary,

As we celebrate 130 years of ministry at St. Andrew's, I am grateful for the people who have come before us and built this church. I am grateful for the people who prayed this community into existence and whose prayers sustain it still. St. Andrew's is a place of worship and welcome for so many in our community.

People gather on Sunday morning and also for community programs like Girl Guides and Boy Scouts. They gather for weddings and funerals. I thank God for faithful donors like you whose contributions sustain our church as a place of worship and welcome.

As followers of Christ, we are called to hospitality. I am grateful that St. Andrew's continues to host our weekly seniors' tea and newcomers' English classes. As your minister, St. Andrew's is a venue for many conversations and opportunities for prayer and counsel.

We praise God for our continued worship together.  
We are a community of hope, a community who trusts that our generous God multiplies our efforts and our gifts. Thanks be to God!

In Christian love,

Rev. K. Penner



# Start with a bad letter, then edit

- Does your congregation have a favourite hymn or worship song?
  - What Scripture passages come to mind? A favourite Psalm
  - How would the letter be different if it was written by the youth pastor or Christian education director?
- 

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**THANK YOU  
LETTERS FOR  
PEOPLE WHO  
DIDN'T GIVE**

[WWW.LGREESOR.COM](http://WWW.LGREESOR.COM)

Thank you letters for people who didn't give

From my blog at [www.lgreesor.com](http://www.lgreesor.com)

The bottom of the page features several decorative, wavy lines in shades of light yellow and cream, creating a soft, flowing effect.

Thank you for your support of Peach Blossom. We are glad you are part of our community. So many people take time to listen, to shovel the snow, to wash the dishes after a meal or to share a friendly smile.

Many people contribute cash and food to our monthly food bank offering that helped many families in our neighbourhood have healthy food to eat. Children and adults donated \$1,872 to our Christmas giving project to buy coats for refugee families arriving in Canada. Likely you have been part of these projects and we are thankful. Perhaps you put money in the offering plate and we didn't know your name. Again, we are grateful.

This is the time of year when we send out annual receipts to our donors. These charitable receipts can be used for income tax purposes and depending on your situation, can reduce the amount of income tax you need to pay.

If you would like a tax receipt for your donations in future, we have options:

**Envelopes:** please donate cash or cheques using the enclosed envelopes, or ask an usher to help you find one. Write your name on the outside and also designate your giving: “food bank”, “Christmas project” etc. If you don’t designate, we’ll assume your donation supports the general work of the church. Throughout the week, our building provides a welcoming space used by musicians, recovering addicts, knitters and more! Your donations benefit many.

**Online:** Did you know that you can give to Peach Blossom online using your computer or smart phone? You will receive a receipt via email. Please visit our website at...

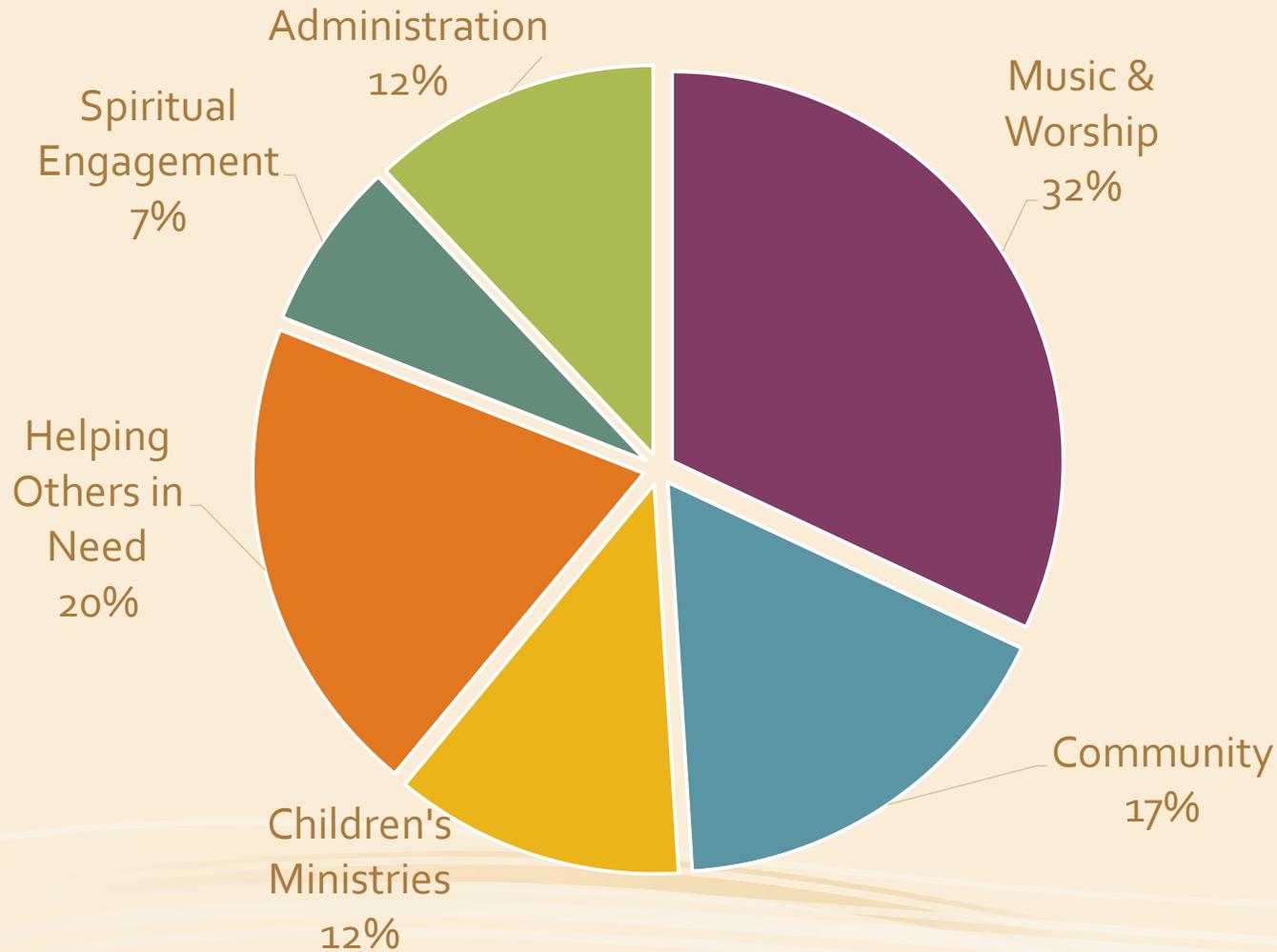
**Through your bank account:** Regular monthly giving makes it easy to give and is now about 40% of our donations at Peach Blossom. We are thrilled when people support the church in this way! Please email... or call...

Thank you for being part of our congregation! We appreciate you. If you need help doing your taxes, or would like to meet with someone to talk, we are here. Please call at ...

# Receipting resources

- Sample receipt – with correct CRA website  
<https://www.canada.ca/en/revenue-agency/services/charities-giving/charities/sample-official-donation-receipts.html#sample1>
- PCC Treasurer's handbook -  
<https://presbyterian.ca/resources/finance/>
- Receipting handbook for Canadian charities  
[https://www.globalphilanthropy.ca/blog/blumbergs\\_receipting\\_kit\\_for\\_canadian\\_registered\\_charities\\_by\\_mark\\_blumberg](https://www.globalphilanthropy.ca/blog/blumbergs_receipting_kit_for_canadian_registered_charities_by_mark_blumberg)
- Canadian Council of Christian charities [www.cccc.org](http://www.cccc.org)

# Narrative Budget can help tell your story



## Music & Worship

58 worship services a year – weekly on Sunday and special services for Remembrance Day, Blue Christmas, Good Friday

## Community

Booth at Fall Fair, Community Christmas open house, Hosting AA groups, Girl Guides, Community choir

## Children's Ministries

An annual Vacation Bible School for the community

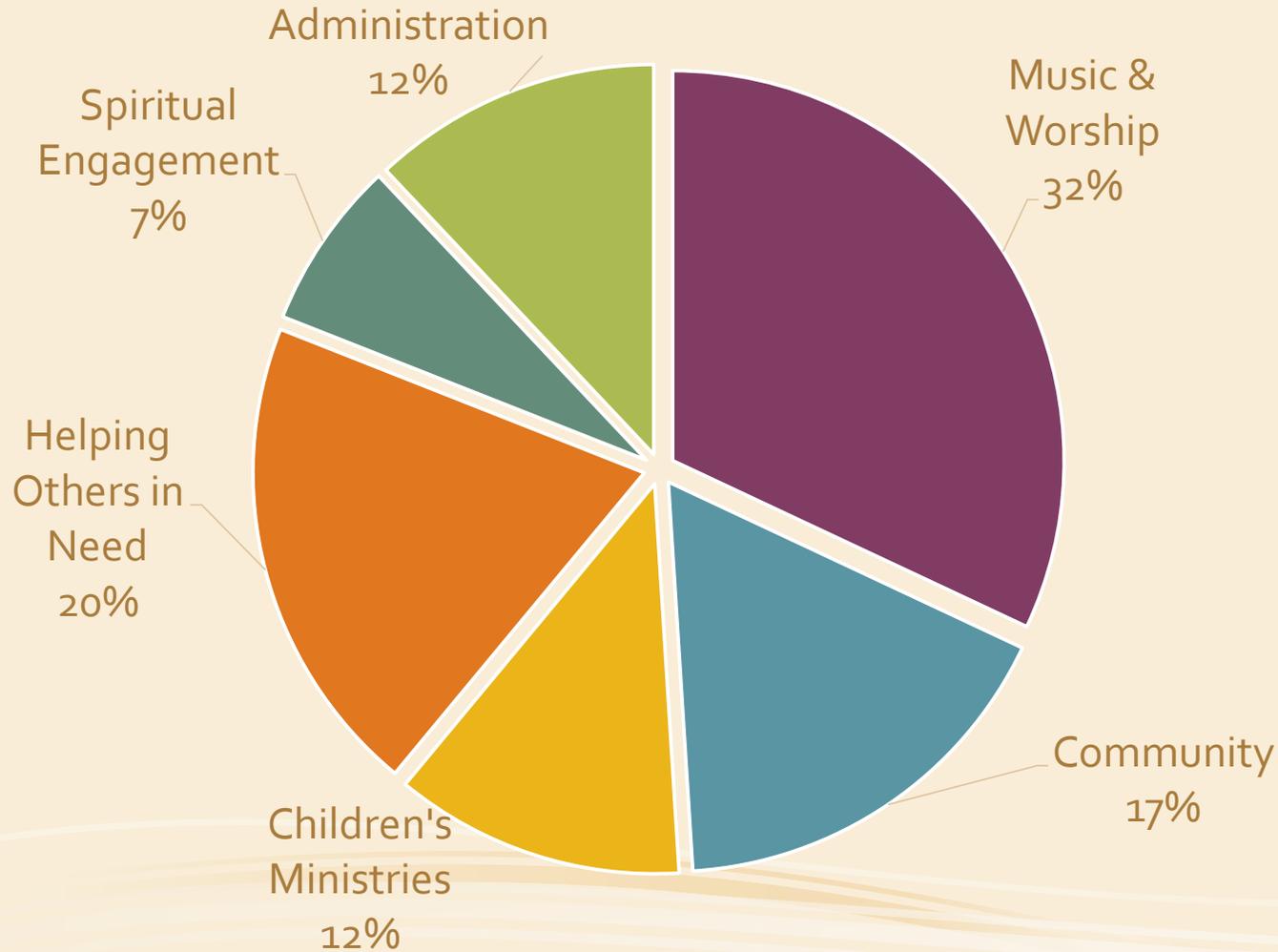
Send 6 children to camp

Vibrant Sunday School

Messy Church

Children's choir

# Narrative Budget can help tell your story



## Helping others

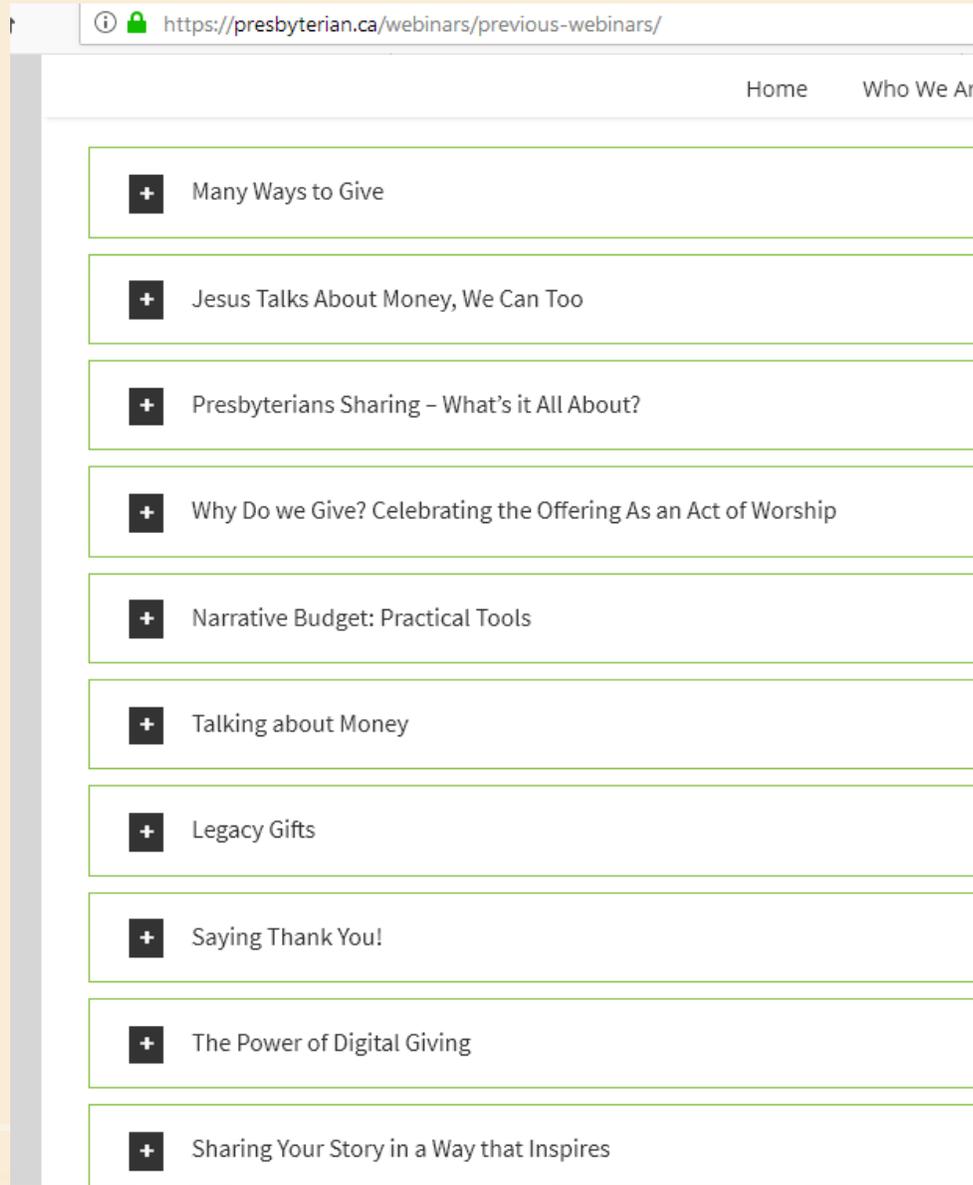
Refugee Family, Presbyterians Sharing, PWS&D, Haiti Earthquake

## Spiritual Engagement

Small Groups, Leadership Development, Christian Discipleship, Bible Studies

## Administration

Website Maintenance, Filing statistical reports  
Issuing tax receipts



**Narrative  
Budgets can  
help tell your  
story**

**presbyterian.ca/we  
binars/previous-  
webinars/**

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# Contact us

## Lori Guenther Reesor

- Lori Guenther Reesor on LinkedIn
- [lori@lgreesor.com](mailto:lori@lgreesor.com)
- [lgreesor.com](http://lgreesor.com) includes links to my blog, writing, thesis etc.
- [@lgreesor](https://twitter.com/lgreesor) on Twitter

## Karen Plater

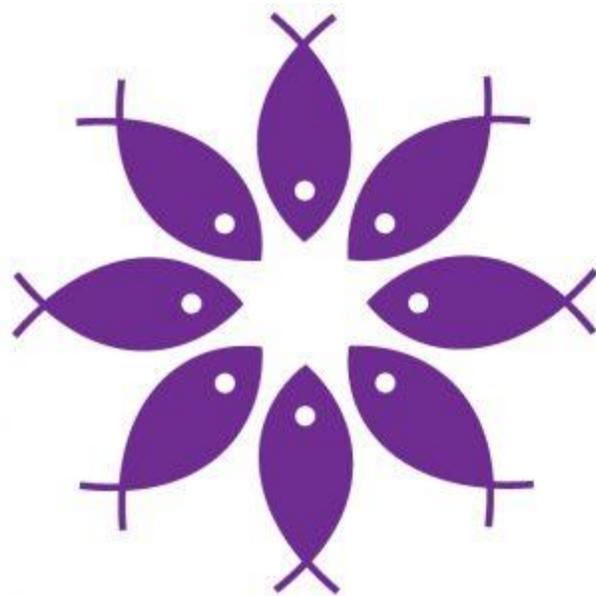
- The Presbyterian Church in Canada
- [kplater@Presbyterian.ca](mailto:kplater@Presbyterian.ca) phone: 1-800-619-7301 ext 272

THANK YOU!

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