**Vendor Letter**

Dear [Contact name / Vendor Name],

At (Company Name), we believe it is important to give back to our community, and we know it’s important for you to do the same. Our organization has been a proud partner of United Way of Berks Count for (x) years and helps raise critical funds to support its work to improve lives of Berks Countians and help local children and families reach their full potential.

As we prepare of our company’s annual United Way fundraising campaign, we ask for your support as we work towards our goal of raising more than ($ - company campaign goal).

Please consider donating (include specific requests for the products they provide, gift cards, logo apparel, etc. ) to help inspire and motivate our employees to participate in this year’s campaign. We will be pleased to recognize your support and generosity throughout our campaign in our company communications/campaign events.

To provide an item of support, please contact me.

It’s all about LIVING UNITED, and we appreciate your participation and support. Thank you for joining us in building a stronger Berks County!

Sincerely,

Name/Company Representative

Contact Info