

EMAIL TEMPLATE

Here is an example of an email you can send to your employer, colleagues or peers. Make sure to personalize it as much as possible by choosing an amount for elevator passes, and adding your personal webpage link.

Hi Everyone!

I am participating in the BC Lung Association's Stairclimb for Clean Air 2012. To help me raise important funds, our workplace will be participating in Take the Stairs Day, on insert your chosen date here, 2012. So be prepared to make a donation if you want to take the elevator!

Here's how it works:

On Take the Stairs Day, those who want to take the elevator will have to pay! You can purchase elevator passes from me for \$_____ ahead of time, or make a donation in the jar at reception. Click the following link to make an online donation to my personal webpage:

Copy and paste your personal webpage link here

I encourage you to take the stairs and exercise your lungs for those who simply cannot.

Please do not hesitate to contact me if you have any questions!

Thank you so much for your support!

insert your name here