

**Sample Letter to Enlist Vendor Support**

Company Letterhead

(Date)

Dear (name):

(Company Name) has made a commitment to support The Leukemia & Lymphoma Society of Canada's Light The Night Walk, and we'd like to enlist your support. Light The Night is The Leukemia & Lymphoma Society of Canada's annual evening fundraiser, when teams and individuals walk to celebrate and commemorate lives touched by cancer. In a sense, that's all of us. We all have friends, neighbours and family members who are battling cancer. Sadly, most of us know people who have lost the battle.

The Leukemia & Lymphoma Society of Canada provides vital funding for blood cancer research, as well as education and patient services for Canadian families struggling with cancer. We encourage you to join our team and help us meet or exceed the (\$Amount) goal we've set for our company. I've enclosed some additional information on Light The Night and hope you'll agree with us that this cause is worthy of your support. Please use the tear-off form to make a donation and send it back with your cheque in the enclosed envelope. If you have any questions, would like to join us in our Walk or even form your own team, please call me at (number).

Thank you in advance for your support, which will help save lives.

Sincerely,

(Signature)

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Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

My Donation: \_ \$200 \_ \$150 \_ \$100 \_ \$75 \_ \$50 \_ Other \_\_\_\_\_

Please make cheques payable to The Leukemia & Lymphoma Society of Canada.

***For information on the Light The Night Walk  
check out our website at [lightthenight.ca/on](http://lightthenight.ca/on)***