**Letter No. 1: New Member Letter**

**Use Welcome Folder and Enclose a Stewardship Form & Information Card**

“A Time for Every Purpose Under Heaven”: *The Stewardship of Time*

Orthodox Christian Stewardship Program

[Parish Name] Greek Orthodox Church

Address, City, State, Zip and Telephone

[Date]

Mr. & Mrs. John Member

Letter should be personalized

1 Yourstreet Place

Yourtown, ST 33740

Use first names

Dear John and Mary,

In the Old Testament book of Ecclesiastes, we read that there is “a time for every purpose…a time to plant, a time to reap….” Our challenge is to appropriately allocate our time to all the various demands that are made on it. This passage teaches us to make the most of God’s great gift of time.

The most personal, most appreciated and most unique gift that you can give is the gift of time – your time. That valuable 24 hours a day that only you can spend. As Christians it is also important to value the time we spend at church, in worship, service and activities. Every member of the Body of Christ plays a role, according to their gifts, in the life of their local church.

This past year we initiated ministry programs in the areas of Youth, Seniors and Outreach [briefly describe programs]. In the coming year we expect to launch the following ministry initiatives [briefly describe ministry initiatives].

We ask you to support these worthy ministries. Giving to His Church is a way to thank God for His grace and generosity. The question is not, “How much do I give to stay in the club?” or “What are the dues?” but “How can I thank God for my many blessings?”

Before completing the enclosed Commitment Card and Information Form, please give prayerful consideration to the commitment you are making. A check mailed to the church is most meaningful when accompanied by your presence, by your willingness to serve, by your prayers, and by your commitment. Giving is not a substitute for commitment – it is an expression of your commitment and an expression of thanks for the many blessings in your life.

Yours in Christ,

[Signature]

Rev. Fr. [Name of Priest]

**Letter No. 2: Initial Stewardship Letter**

**Enclose with current Stewardship Tri-Fold Brochure**

“A Time for Every Purpose Under Heaven”: *The Stewardship of Time*

Orthodox Christian Stewardship Program

[Parish Name] Greek Orthodox Church

Address, City, State, Zip and Telephone

 [Date]

Mr. & Mrs. John Member

Letter should be personalized

1 Yourstreet Place

Yourtown, ST 33740

Dear John & Mary,

Use first names

In the Old Testament book of Ecclesiastes, we read that there is “a time for every purpose…a time to plant, a time to reap….” Our challenge is to appropriately allocate our time to all the various demands that are made on it. This passage teaches us to make the most of God’s great gift of time.

The most personal, most appreciated and most unique gift that you can give is the gift of time – your time. That valuable 24 hours a day that only you can spend. As Christians it is also important to value the time we spend at church, in worship, service and activities. Every member of the Body of Christ plays a role, according to their gifts, in the life of their local church.

This past year, with the support of our members, we initiated ministry programs in the areas of Youth, Seniors and Outreach [briefly describe]. In the coming year we expect to launch the following ministry initiatives [briefly describe].

I invite you to be with us at Saint George Church for three special Sundays beginning on \_\_\_\_\_\_\_\_\_\_ and concluding on \_\_\_\_\_\_\_\_\_\_. Over these three weeks we will worship together as we do every Sunday. In addition, we will learn more about our parish, our leadership and our ministries.

At the conclusion of these three weeks, we will initiate our plan to visit/meet with all of our parishioners to share the current vision of our parish leadership and seek your participation in realizing this vision. We are to give, St. Paul says, “as God has prospered you” (I Cor. 16:2). He teaches us clearly, “He who sows bountifully will also reap bountifully."

I offer you my thanks for your dedication to our parish and your participation in Christ’s work of salvation.

Yours in Christ,

[Signature]

Rev. Fr. [Name of Priest]

**Letter No. 3: Quarterly Statement Letter to Fulfilled And Ongoing Stewards**

**Enclose a Stewardship Statement**

“A Time for Every Purpose Under Heaven”: *The Stewardship of Time*

Orthodox Christian Stewardship Program

[Parish Name] Greek Orthodox Church

Address, City, State, Zip and Telephone

[Date]

Mr. & Mrs. John Member

Letter should be personalized

1 Yourstreet Place

Yourtown, ST 33740

Dear John & Mary,

Use first names

Enclosed is your Stewardship Commitment Statement as of [date]. Thank you for your support of the [Parish Name] Orthodox Christian Stewardship and Ministries Program.

Stewardship is an opportunity to examine our priorities and values, to express our thankfulness, to give of ourselves and to grow in grace. It allows us to participate in the work of God. Bearing fruit in the world is the visible result of our abiding in Christ, the True Vine.

You are encouraged to offer your prayerful thanks and continue in the fulfillment of your commitment to Christ’s Church in thanksgiving for His many blessings to you.

Your Stewardship Commitment is a testimony of your dedication to your own spiritual growth and the spreading our beloved Orthodox Faith. I thank you on behalf of [Parish Name].

Yours in Christ,

[Signature]

Rev. Fr. [Name of Priest]

[Title]

**Letter No. 4: Letter to Ongoing Stewards who have not made Offerings Toward their Commitment**

**Enclose a Stewardship Statement**

“A Time for Every Purpose Under Heaven”: *The Stewardship of Time*

Orthodox Christian Stewardship Program

[Parish Name] Greek Orthodox Church

Address, City, State, Zip and Telephone

 [Date]

Mr. & Mrs. John Member

1 Yourstreet Place

Letter should be personalized

Yourtown, ST 33740

Dear John & Mary,

Use first names

Enclosed is your Stewardship Commitment Statement as of [date]. Thank you for signing a [year] Orthodox Christian Stewardship Commitment Form to support the Ministries of [Parish Name]. Your Stewardship provides the foundation for our service in the Lord.

As a valued Steward and supporter of our Parish, we lovingly remind you that as of this writing we have not received any offering toward your annual Stewardship Commitment. Just like the boy who offered his five loaves and two fish, we each offer what we have – however great or small our gift. If we do this prayerfully and in humility, God will take our gifts and multiply them in order to feed His people.

Stewardship is an opportunity to examine our priorities and values, to express our thankfulness, to give of ourselves and to grow in grace. It allows us to participate in the work of God.

Please take the time to make your offering today and enable our Church to continue to enhance the spiritual growth of the Orthodox Christians entrusted to our care.

May our Lord richly bless you in all things.

Yours in Christ,

[Signature]

Rev. Fr. [Name of Priest]

[Title]

**Letter No. 5: Non-Committed Parishioner Quarterly Statement Letter**

**Enclose: Stewardship Statement, New Stewardship Commitment Card and a Return Envelope**

“A Time for Every Purpose Under Heaven”: *The Stewardship of Time*

Orthodox Christian Stewardship Program

[Parish Name] Greek Orthodox Church

Address, City, State, Zip and Telephone

[Date]

Mr. & Mrs. John Member

Letter should be personalized

1 Yourstreet Place

Yourtown, ST 33740

Use first names

Dear John & Mary,

As a valued Steward and supporter of [Parish Name], we lovingly remind you that as of this writing we have not received a Stewardship Commitment Form or an offering to the Church for [year].

Your Stewardship provides the foundation for our Parish Ministries and our efforts in meeting the challenge of spreading Christ’s Word and our Orthodox Faith.

Stewardship is an opportunity to examine our priorities and values, to express our thankfulness, to give of ourselves and to grow in grace. It allows us to participate in the work of God. Giving is not a substitute for commitment – it is an expression of your commitment. As St. John Chrysostom said, “A Rich Man is not one who has much but one who gives much. For what he gives away remains his forever.”

Please take time to make your Stewardship Commitment today and enable our Church to grow her ministries and carry on her mission. For your convenience, we have enclosed are a Stewardship Commitment Form and return envelope.

May our Lord richly bless you and your family in all things.

Yours in Christ,

[Signature]

Rev. Fr. [Name of Priest]

[Title]

**Letter No. 6: Ongoing Stewards December Solicitation Letter**

**Enclose a Stewardship Offering Statement**

“A Time for Every Purpose Under Heaven”: *The Stewardship of Time*

 1Orthodox Christian Stewardship Program

[Parish Name] Greek Orthodox Church

Address, City, State, Zip and Telephone

[Date]

Mr. & Mrs. John Member

1 Yourstreet Place

Yourtown, ST 33740

Dear John & Mary,

With Christmas almost upon us, we at [Parish Name] are truly thankful for you and your family here in our Church. You are a vital part of our Church Community*.*

Please take a few minutes to review your [year] Stewardship Commitment of [$?.00] in support of our Parish Ministries. To date you have sent [$?00] in offerings toward fulfillment of that commitment.

Kindly consider this reminder during this season of joy and good will. Please complete your Stewardship Commitment for [year] and ensure the success of the programs undertaken for the spiritual needs of the families entrusted to our care. Remember that your Stewardship provides the foundation for our Parish Ministries and our efforts in meeting the challenge of spreading Christ’s Word and our Orthodox Faith.

Stewardship is an opportunity to examine our priorities and values, to express our thankfulness, to give of ourselves and to grow in grace. It allows us to participate in the work of God. Giving is not a substitute for commitment – it is an expression of our commitment.

May the grace of our Lord bless you and your loved ones to experience the joy of Christ’s Birth through the joy of giving.

Yours in Christ,

[Signature]

Rev. Fr. [Name of Priest]

[Title]