Dear \_\_\_\_\_\_,

The “Walk to Emmaus” is a weekend of spiritual renewal with many beautiful gifts and surprises. One of the surprises is the mail that persons attending receive from their friends and loved ones. This (spring / fall), XXXXX will be attending the Walk to Emmaus.

As XXXXX’s sponsor(s), (we are / I am) responsible for contacting family and close friends, and asking them to send a note or letter to XXXXX so she will receive it during that special weekend. Since it will be a total surprise, (we / I) have to do a little detective work. XXXXX provided (us / me) with an emergency contact, and you may have received this letter from that contact. Or you may be someone (we / I) know personally who is special to XXXXX. Perhaps you would like to pass this onto someone you know XXXXX would like to hear from.

This letter is an opportunity to express your appreciation of XXXXX and what your relationship with her has meant and means to you. You might want to recall some humorous event or something that has happened that has been special between the two of you. You may want to write a note, send a note along with a card, or young children can even send a picture. This is a letter of love and will be read only by XXXXX!

# Please help make XXXXX’s Walk to Emmaus special by doing the following:

1. Write a letter or card to XXXXX and sign it.
2. Put it in an envelope and seal it.
3. Write XXXXX’s first and last names on the front of the envelope…. But not yours! Do, however, write your relationship to XXXXX (spouse, parent, child, grandchild, sibling, friend, pastor, etc.) on the front, near the bottom.
4. Give or send the envelope back to the person who gave you this letter. (We / I) will collect them from this person. If (we / I) contacted you personally, (we / I) will collect them from you. Or you can mail them directly to (us / me). *Please put it in a separate envelope.*
5. (We / I) will need your letter before \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to be sure that (we / I) get it to the proper place on time.

This should be a COMPLETE SURPRISE to XXXXX so please help make it special by keeping “mum” until the Walk is over. Do not even let on that you know that she is attending a Walk to Emmaus unless she has told you herself.

(We / I) attended the Walk to Emmaus and can tell you that this is one of the most special surprises! (We / I) hope you will get a letter to (us / me).

Please call anytime if you have any questions. (Our / My) address and phone:

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Thank you! \_\_\_\_\_