Date

Dear __________,

I am a friend of (Pilgrims first name and last name), and I am writing to ask your help in doing something special for him/her. He/she is going to attend a Walk to Emmaus, which is a weekend of Christian leadership development and spiritual renewal intended to strengthen the local church through the development of Christian disciples and leaders. If you are not familiar with the Walk to Emmaus, it is an ecumenical program offered under the auspices of the Upper Room, a ministry unit of The United Methodist Church.

One of the many ways God’s love is demonstrated to those attending is through surprise Christian “love/friendship” letters from family members and friends. As ______’s sponsor, I am responsible for contacting family and friends and asking them to write letters to him/her, which will be given to him/her during the weekend or very shortly after the weekend. I ask that you not mention the letters to ______ until a week or so AFTER the walk. Also, if you know of others that ______ would like to hear from, please pass this information on to them. I would be delighted to have a letter from anyone and everyone who would like to share in this special weekend for ______. However, I don’t always know who all to contact, so I have to do some detective work and depend on help from family and friends.

Your letter, which will be read ONLY by __________, is an opportunity for you to express your appreciation and love for him/her and what your relationship has meant and continues to mean to you. You may want to recall some humorous event or some special happening that you have shared together. Please DO NOT send gifts or anything else – just a special note or letter from you.

The letters need to reach me NO LATER THAN ________________ so that I can make sure I have letters for him/her and so that I can get them to the proper place on time. It is preferred that they be handwritten or typed because that is more personal, but if necessary they could be emailed to me.

Please follow these steps:

1. Write the letter and sign it. Put it in an envelope and seal it.
2. Write ______’s FIRST AND LAST NAME on the envelope. First and last name is VERY important.
3. Your name should not be on the envelope, but in the UPPER LEFT HAND CORNER, please put Husband, Wife, Son, Daughter, Mother, Father, Friend, Close Friend, or Community Member, whatever is appropriate.
4. Then place that envelope inside a larger envelope and mail it to me at the address below.

Please remember that it is extremely important that the letters reach me no later than ______ and that they should be a complete surprise. Please contact me if you have any questions. Thank you for taking the time to write this letter. I know from personal experience that these letters of love are one of the most wonderful parts of a very special weekend “walk with our Lord.”

Sincerely,

Sponsor’s first and last name
Sponsor’s complete mailing address
Sponsor’s phone number
Sponsor’s email address if applicable