**Sample Letter: Mid-Campaign Update E-Mail/ Letter from CEO or ECC**

Dear Colleagues:

We are halfway through our United Way workplace campaign. Thank you to those who have made pledges; your investment is already at work to helping solve problems in our community.

We at (COMPANY) LIVE UNITED when we give, advocate, and volunteer. United Way helps create opportunities for a better life for all by investing in strategies and programs that address the causes of problems, not just the symptoms. With our support, we are helping to create lasting changes in our community.

Our campaign will wrap up on (DATE). If you have not already done so, please complete your pledge cards and return them, even if you decide not to make a pledge. Please let me know if you have any questions about the work United Way does in our community. Or you can visit United Way’s website at [www.unitedway-thurston.org](http://www.unitedway-thurston.org) to learn more.

It will take all of us, working together, to create real change in our community. Thank you again your attention and support in this important community investment.

Sincerely,

CEO or ECC name