



Reminder letter or email to employees

This sample reminder letter has been provided for organisations that wish to encourage employees to participate in FebFast.

*[Email subject line] **Feb is the month to feel Fab!***

Dear *xx*

It's not too late for you to kick start the year in a healthy way. Join our FebFast challenge by taking a month off from alcohol for a good cause!

You can register your participation (for a \$25 fee) and *(participating organisations to choose preferred option)* build your own personalised online fundraising page by visiting the FebFast website at www.febfast.com.au or join the *(insert organisation name)* team fundraising page here *(insert link to your team page)*.

To join the team click on the link above and when you are asked for the team password insert the following *(insert your team page password)*.

Participants are sponsored by friends, colleagues and family, with funds being distributed to organisations supporting a growing number of young Australians struggling with substance use.

More information about FebFast can be found at www.febfast.com.au

We encourage you to take up the challenge and join us in supporting this great cause.

We wish you all the best for a healthy and happy new year.

(sign off)

(Don't forget to add the link to your team fundraising page and the FebFast website www.febfast.com.au here)