



Sample letter or email to employees

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

[Email subject line] We're stepping up to the FebFast challenge in 2010, will you?

Dear *xxxx*

(I am/we are) writing to you about a health and wellbeing challenge and fundraising initiative that *(insert organisation name)* is supporting in 2010.

FebFast is an Australian-created community health program that encourages people to give up the grog during February. Participants are sponsored by friends and family, with funds being distributed to organisations supporting a growing number of young Australians struggling with substance use.

Participating in FebFast is a great way to kick off a healthy new year whilst also contributing to the prevention and reduction of alcohol and other drug problems amongst young Australians.

We've decided to support this initiative because *(insert your reasons here)* and we challenge you to participate.

Do your body a favour

Take a break from the booze this February and reflect on your past consumption behaviours, lose weight and save money!

It's easy to participate.

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 use *(insert your team page password)*.

We hope you'll join us in supporting this challenge and 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)