

TURN AN IRS REQUIREMENT INTO A STEWARDSHIP TOOL!

Send church members their giving record quarterly with a pastoral cover letter. These are records you are already tracking in order for the church member to have a written receipt for tax purposes. Why not turn that effort into an effective stewardship tool!? This requires an extra three mailings each year and will be well worth the time and cost.

10 Suggested Elements of a Pastoral Letter:

1. Appreciation – express gratitude for their giving.
2. Accuracy – ask them to check their giving records and report corrections.
3. Impact – tell a success story connecting giving to ministry results.
4. Statistic – a single statistic about giving in general or giving in your church.
5. Commitment – state your dedication to serve the Lord and the church as pastor.
6. Tithing – give your testimony on tithing and giving.
7. Stability – talk about the health of the church, not that it might be a sinking ship.
8. Vision – share the passionate mission you pursue.
9. Options – what ways of giving does the church offer: offering plate, mail, direct draft, or online.
10. Bible – share a verse on giving or stewardship.

Click [SAMPLE LETTERS TO ACCOMPANY QUARTERLY GIVING STATEMENT](#)

Fringe Benefits:

1. Regular givers may see a missed week of giving and are more likely catch-up.
2. Success stories show those who give little that giving makes a difference.
3. Record keeping requires accuracy and church members can ask for corrections.
4. This is a reminder of the financial responsibility of church membership.
5. Better communication between spouses may occur when one thought the other was writing the check.
6. The Holy Spirit may use this to convict someone to give more or start giving.
7. A genuine expression of gratitude to givers never hurts!