If you can offer your time or materials for free or at a discount, please complete this letter and send to [rytonvillagecommuntiygroup@gmail.com](mailto:rytonvillagecommuntiygroup@gmail.com). This will count towards our target fundraising and be counted towards the match funding grant we are applying for.

**THANK YOU!**

*Your address*

*(ideally on your business letter head)*

*date*

To, Helen May

Secretary

The Fox Inn Community Pub Limited

Dear Helen

I am writing to confirm my support for the refurbishment of The Fox Inn.

A qualified carpenter/builder/electrician/plumber, I am prepared to offer up to X hours of my time at £X per hour (delete if offering for free) which would normally be charged at £X per hour, towards the refurbishment work.

*Or:*

I/we would like to donate materials: fencing/paint/ hire of tools & equipment/…. up to a value of £X / offer you a discount of X% up to a value of £X.

Regards

Signature