

## **Sample first email to parishioners:**

*Once you are ready to send your first email to your parishioners, consider sending an email like the one below. Feel free to edit or change this text in whatever way you wish.*

Dear [St. Agnes] Parish Family,

Great news! We are launching email communications so that we can stay connected with you during these difficult times. Through our parish email list, we will share with you the ways that that you can stay close to the Lord and to us during this pandemic.

Also, as the COVID19 restrictions begin to lift in the next months, we will use this email list to share information and instructions for when and how you can begin coming back to Mass when the time comes. Let us continue to pray that this will happen soon.

**Please help us connect with other parishioners!** Please forward this email to other parishioners you know and ask them to click this link to sign up for our parish email list:

[insert link to your email sign up form here – this can be a page on your website or a direct link that you email service provides to you]

Here are some ways that you can stay connected to the Lord and to our parish during this time:

### **Live-streamed Mass**

[Insert your live streamed Mass times and direct links where Mass can be streamed]

### **Confession**

[Insert your Confession times and instructions for social distancing that you have in place]

### **Personal Prayer in the Church**

[Insert the schedule when your church is open for private prayer]

### **More Spiritual Supports**

[Insert any other events, ministries and spiritual opportunities that your parish is offering or are being offered in the wider Archdiocese or nationally]

Finally, we would like to ask your help. Our parish is financially dependent on our weekly Sunday collections. Please consider making a donation and your weekly Sunday offering electronically using the link below to help us continue to serve during this period. Thank you very much for your generosity!

[Insert your online giving link here.]

*If you don't have online giving, you can direct people to go to [SupportMyParish.org](http://SupportMyParish.org), select your parish from the list, and donate to the parish that way.*

We look forward to the time when we can see you again in person soon!

[Your pastor's name here]

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*Did someone forward you this email? Sign up to receive email updates from our parish at:*

[insert email sign up form link here]

(This note should be included at the bottom of every email you send.)