Dear XXX,

I hope this finds you well.

My name is XXX and I am an Ambassador for the Architects Benevolent Society, a charity committed to supporting the architectural community and their families, offering confidential advice, support and financial assistance in times of need.

I would like to offer you and your team a presentation about the work of ABS and how we might support your practice. This could either be in-person or online, at a time convenient to you.

The presentation typically lasts 30-45 minutes depending on Q&A at the end and covers:

-              Who ABS is.

-              Who we help.

-              What support we offer, including financial help, mental health support and specialist advice.

-              Stories of some of the people we have helped.

-              How you can support and get involved in campaigns and events.

-              And time for Questions & Answers

For our awareness presentations we also ask for a voluntary donation of £250 towards supporting our work as this really helps with the charity’s fundraising.

If you have any questions or need any more information, please let me know. Happy to have a chat on the phone too.

I look forward to hearing from you and hopefully getting a date booked in soon!

All best wishes,