



Memo

Date: July 23, 2018

To: Pastors, Administrators and Business Managers

From: Nancy Stoehr, Coordinator of Stewardship and Development,
Office of Stewardship

Re: Parish Offertory Pledge Envelope Orders

It is time to order your offertory pledge renewal envelopes! Some parishes print their own – but the Office of Stewardship will send envelopes to you at no cost to your parish.

The envelope is bilingual. The pledge portion will be a tear-off piece that is Spanish on one side and English on the other (similar to the Annual Appeal in-pew envelopes).

Before sending your pledge envelope request, please consider the amount of envelopes needed for the pastor’s letter to parishioners, “in pew” pledge process, follow up letter, new parishioner welcome packets and extras needed for the narthex.

Please provide the following information:

Parish Name _____

City _____

Number of pledge envelopes _____

The deadline for this order is Friday, August 17, 2018. Please email the number of pledge envelopes you would like to nstoehr@archatl.com.

Thank you for your prompt reply!