# **Sample Welcome Letter**

***Modify this letter and email it to JustFaith participants***

***at least one full week before the first session.***

Suggested Email Subject: Our JustFaith Journey Begins!

Greetings [insert first name],

We are excited that our JustFaith journey is about to begin. We look forward to seeing you at our first meeting, which will be held [insert date, time and address].

The agenda for the first meeting will include introductions and an overview of the program. We will also distribute the books and all information you will need for the first segment of the program.

Prior to the start of the program, please spend some time with the following questions, which will be a way of introducing yourself. While each person will have just three minutes for this introduction, there will be plenty of time throughout our JustFaith journey to further get to know one another. For your introduction, please be prepared to:

* Offer basic but important background information related family, work, etc.
* *Briefly* describe one of your most joyful experiences (besides births and weddings). And, if you choose, do the same with one of your most difficult experiences.
* State why you decided to participate in JustFaith and what you hope to get from this journey.

Thank you for taking time to prepare for session one.

We very much look forward to meeting you and to sharing this journey.

[Co-facilitator’s names, phone numbers and email addresses]