

Dear

1st step: Please respond to this e-mail with GOT IT so I can be sure you have received this information.

The members of the St. Lawrence Ministry appreciate your response to our Thanksgiving dinner project for our clients. Below are the details about this project.

- 1) Call your family to ask whether they prefer a turkey or a ham (if not noted below) and whether there are any dietary restrictions or preferences such as the kind of pie. I would only use your first name when speaking with the family. If you are concerned about your privacy, you can use a phone at church or block your caller ID information by dialing *67 before you dial the family's number.
- 2) Along with the meat, you can include the makings of a traditional Thanksgiving dinner. This is determined by you, but here are some ideas: aluminum roasting pan, potatoes, cranberry sauce, green and/or yellow vegetables, dressing mix, jars of gravy, pies, rolls, butter, Cool-whip, etc . NO ALCOHOL. YOU DO NOT NEED TO COOK THE FOOD.
- 3) **I strongly recommend that you not buy anything until you have contacted your family about preferences and set up a definite date and time for the delivery.** Someone over 18 must be there to accept the food. Please do not just leave it on their doorstep. It might be best to deliver the food the weekend before Thanksgiving as a convenience to those who work. I would call again before you attempt a delivery to make certain someone over 18 is home.
- 4) E-mail me DONE after you have contacted your family.

The client's caseworker is listed below. Call him or her if you have any problem reaching your family.

Again be sure to call me if you have any questions and a Happy Thanksgiving to you!

Thanks,
Merren Stewart
751-8942, 519-5671
mertoms@sbcglobal.net

Family Name :

Caseworker:

of adults: # and ages of children:

Meat Preference:

Address:

Phone Number:

***May Christ dwell in our hearts through faith, and may charity be the root and foundation of our life. Amen.
Ephesians 3:17***