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**Home Host Welcome Letter**

Thank you for helping ABC Ministry engage sponsors and expand our ministry work! Your time is so valuable to our cause.

As a host, we ask you to invite your family and friends to gather in your home to share snacks or a meal, and to hear more about the work God is doing through ABC. ABC Ministry will have a representative from staff or the board (or both) in attendance, as well as someone from XYZ who has produced video stories which we will share.

We suggest you make a list of people you think should know about ABC Ministry, share this list with someone at ABC, and begin praying for those people now. Remember that not everyone will be able to come, so your list should be larger than you intend for your party to be. If you are comfortable with it, we would also like to post your party on our Facebook page in the hopes of engaging even more people.

**Needed for Video:** Ability to play back a DVD so all in attendance can see and hear the video stories. This does not have to be fancy, but should be larger than a laptop – sufficient for all to share the experience.

**ABC can help with:** Setting up an Evite or Facebook event on your personal page and ABC site if authorized, promotional materials, sharing the vision and mission of ABC.

**Planning Timeline:**

4 weeks: make guest list, start praying for people you’ll invite

3 weeks: send out first invitation via email/Facebook/evite

2 weeks: reach out to people personally, phone call or private message to invite

1 week: re-send invitation vie email/Facebook/evite

1-3 days: reach out to people personally to confirm they’re coming

**Party Agenda:**

30 minutes, gather and share food

45 minutes, prayer, vision and mission shared by ABC, play video, Q&A

30 minutes, wrap up, fellowship and good-byes

**Your ABC Ministry contact person for event questions is:**