



# Your Year-End Email Series Template

## EMAIL #1

How will you segment? Are you tying in the overall theme/story from your direct mail appeal with your email ask? Have you run each email through the [Hemingway Editor](#) for clarity?

**SEND DATE:** December 26th or 27th

**SUBJECT LINE A:** [450 Email Subject Lines From End of Year Fundraising](#)

SUBJECT LINE B: Try running your subject line through the [Headline Analyzer tool](#).

SUBJECT LINE C:

## BODY

Dear [first],

[100-300 words, 2-4 links, goal, deadline. Have you included a P.S.?  
Is this a followup to a direct mail piece? Reference it.  
Have you considered going beyond the "donate" button? [Download examples here](#).

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## EMAIL #2

How will you segment? Use photographs and graphic enhancements that integrate with your year-end campaign.

**SEND DATE:** December 30th

**SUBJECT LINE A:**

**SUBJECT LINE B:**

**SUBJECT LINE C:**

**BODY**

Dear [first],  
[100-300 words, 2-4 links, goal, deadline. Have you included a P.S.?)

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**EMAIL #3**

How will you segment?

**SEND DATE:** December 31st

**SUBJECT LINE A:**

**SUBJECT LINE B:**

**SUBJECT LINE C:**

**LIFT NOTE:** Consider reusing an email with a FW prefacing the subject line and a short note (“did you see this?”)

**BODY**

Dear [first],  
[100-300 words, 2-4 links, goal, deadline. Have you included a P.S.?)

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**EMAIL #4**

How will you segment?

**SEND DATE:** December 31st

**SUBJECT LINE A:**

**SUBJECT LINE B:**

**SUBJECT LINE C:**

**BODY**

Dear [first],  
[100-300 words, 2-4 links, goal, deadline. Have you included a P.S.?)

Double check:  
DONATION LANDING PAGE  
PAGE TITLE  
TEXT  
DONATION CONFIRMATION PAGE  
THANK YOU TEXT  
EMAIL SHARE TEXT  
FACEBOOK SHARE TEXT  
TWITTER SHARE TEXT

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## **DONATION THANK YOU EMAIL**

Consider having two thank you emails; one for first time donors and another for regular donors. For an example of the best email thank you I've received, [click here](#).

SUBJECT LINE A:  
SUBJECT LINE B:

Dear [first],  
[100-200 words, thank, ask to help spread the word]  
[automatic donation confirmation info at bottom if possible]