**AGC CHURCH LETTERHEAD**

Date

Please DO NOT mail a hard copy of this letter to the Burlington office. That address is provided for your information only. Email a Word document or pdf copy only. Thank you.

Tim & Susan Davis (SAH representatives) Associated Gospel Churches

1500 Kerns Road | Burlington, ON | L7P 3A7

AGC RSI Phone: 250-532-6471 | 250-858-8066

timandsusan@agcrsi.org

Dear Tim and Susan:

We are writing to confirm our commitment as **Name of Church** to sponsor the **Terro** family. At our Board of Elders meeting on date, we confirmed the following in our minutes:

• To formally sponsor the refugee family of **Name of family** under the AGC Sponsorship Agreement and fully meeting the requirements of the IRCC Minimum Support Calculator, at an estimated $enter cost of sponsorship.

• To use A) Name of the church’s Benevolent Fund to cover the cost of the sponsorships (according to approved budgets which will be drafted by our refugee committee).

 -or-

 To use B) A Trust Fund/[Funds Held in Trust](https://nesbittburns.bmo.com/pictures/account-tim.churchillsmith%40nbpcd.com/informal%20trusts.pdf) for **Name of family** who will be listed as beneficiary, and where the following representatives: Name of the signor for the church, and Name of the signor for co-sponsoring family, will be registered as joint-signing authority trustees to distribute the funds which will cover the cost of the sponsorships (according to approved budgets which will be drafted by our refugee committee).

 At present, the balance of this Name of the Fund fund is in excess of $ enter current balance in the fund.

* In the event that there is a shortfall in the fundraising efforts for this sponsorship commitment, [insert name of church] agrees to underwrite the remaining funds to the full amount required for the sponsorship commitment.

We trust this information is sufficient for the purposes required.

Respectfully submitted by,

\_(Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_(Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lead Pastor: Name Treasurer: Name

Church name & address (part of letterhead?)