

**Dear Friend/Neighbour(s)**

**My name is \_\_\_\_\_ and I live locally  
at \_\_\_\_\_. I am reaching out to offer support, if  
you would like some, with collecting food or other supplies.**

**If there is anything that I am able to help with, please don't  
hesitate to reach out and ask. My contact number is**

**\_\_\_\_\_.**

**Thank you.**