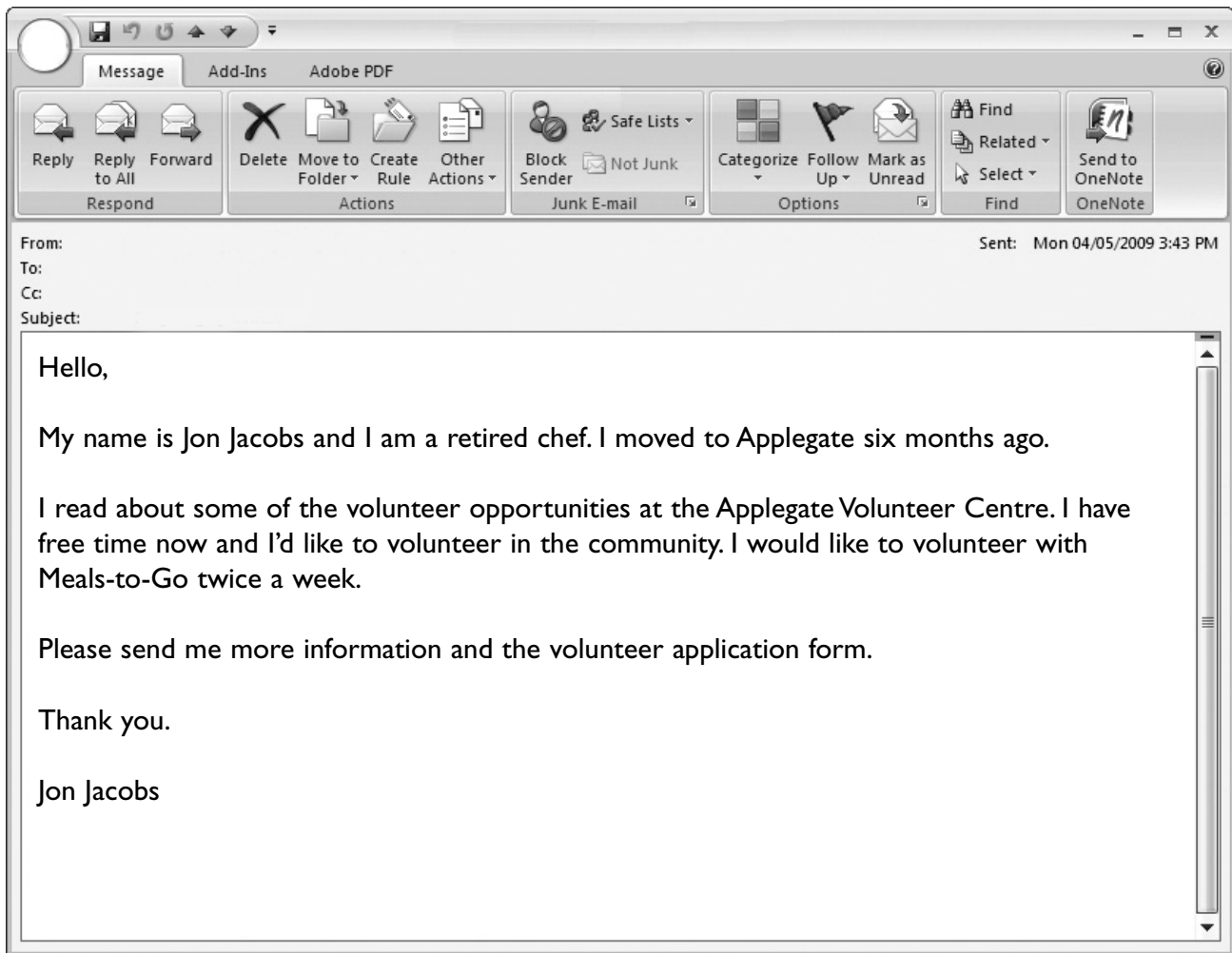




## Activity: Volunteer Experiences

**4. SAMPLE E-MAIL**

a. Imagine that you are going to write an e-mail message to one of these places and offer to volunteer with them. Before you begin, read this sample e-mail to help you.





Activity: Volunteer Experiences

4. SAMPLE E-MAIL (Continued)

b. Look at the information in Mr. Jacobs' e-mail. Include the same kinds of information in your own e-mail.

<b>WHO:</b> Jon Jacobs	<b>WHAT he would like to do:</b> volunteer with Meals-to-Go
<b>WHERE he would like to volunteer:</b> in the community	<b>HOW OFTEN he would like to volunteer:</b> twice a week
<b>WHY he would like to volunteer:</b> he is retired and he has some free time	

Your E-mail

c. Now it's your turn. Write an e-mail message and offer to volunteer for one of the places in the Applegate Volunteer chart. Remember to use the kinds of information that is in the box.

