Date

Company name

Company Address

To Whom It May Concern:

In August 2018, **Sartori Elementary School** opened its doors in the North Renton neighborhood as the Renton school district’s newest school. A PTA was formed over the summer to carry out the mission of the national PTA: To make every child’s potential a reality by engaging and empowering families and communities to advocate for all children.

The PTA is planning a Fall Carnival and Fundraiser for Friday, November 2nd. In order to ensure the success of this very important event, we are seeking prize donations. We would greatly appreciate it if you would donate a gift certificate for the event.

Our goal for the event is to raise $10,000. Generous donors like you are the key to our success and will make it possible for the PTA to fund enrichment programs like STEM Night, Math Night, Reading Night, Family Movie Nights, Teacher Micro-grants, Teacher Appreciation, and the Art Docent program. We hope that we can count on your support.

Your donation will be listed in our event program and PTA announcements, and your logo will be featured on our event signage. We encourage our families to patron businesses that give back to our community.

Information for sending your donation and/or additional contact information:

Mail Sartori PTA | Attention: Treasurer | 332 Park Ave N, Renton, WA 98057

Email xxxx@xxx.com to pledge your support and arrange pick up

We thank you for your time and consideration.

Sincerely,

Signature

Name

*On behalf of the Sartori Elementary PTA*