

Sample Letter/Email

Dear _____,

Will you please support me in my school's Read-A-Thon?

The money I raise will support St. Cecilia's FSA association. FSA is an association organized by the families and teachers of St. Cecilia Catholic School. The FSA promotes family life in our school through family activities and projects that lead to the educational enhancement of our school. All school families are members of FSA. FSA relies on family dues and the money raised from the fall fundraiser to provide events and other needs for the school. Some of these include: Trunk or Treat, Catholic Schools Week activities, Field Day, 5th grade bibles, books for each student at the book fair, and much more.

I am committed to reading _____ minutes or more a day between September 28 and October 10th, and I will keep track of the total minutes I read. A flat donation of \$5 to \$25 will help me reach my personal goal of raising \$_____ or more! I appreciate any amount you are able to send!

The easiest way to donate is online at <https://stceciliaparish.weshareonline.org/index.aspx>

- Select your donation amount
- Indicate you are donating on behalf of me
- I am in _____ class

If you make a donation online, please be sure to forward a copy of the emailed donation receipt to my family so I know to record the donation on my Sponsorship Form. Or you can mail a check to me, payable to St. Cecilia FSA before October 10th, 2018

Thank you for helping me to reach my goal!

Love,