

Fundraising and 'Friend-raising'

Sample Written Request

USE YOUR SCHOOL'S LETTERHEAD IF POSSIBLE

DATE

BUSINESS NAME (if applicable)

ADDRESSEE / CONTACT NAME

ADDRESS

CITY, STATE ZIP

Dear SALUTATION,

On March 10, 2012, City High School will be hosting the annual Mr. and Miss City Pageant. The pageant consists of four senior guys and four senior girls. City High teachers and staff members select the contestants based on school spirit, community involvement and work ethic. I am honored to have been selected by the faculty to represent my school in this great event.

In addition to the pageant being a lot of fun to participate in, the event raises funds for the Kids Making Miracles program, which benefits OHSU Doernbecher Children's Hospital in Portland, Oregon. Doernbecher offers the most comprehensive pediatric programs with full-spectrum care for hospitalized children living in our region. Children from Oregon, Southwest Washington and beyond make more than 155,000 visits to Doernbecher annually.

City High School has been supporting Kids Making Miracles since 1992. Each year we dedicate the Mr. and Miss City pageant to Jane Smith. Jane was a City High School student who bravely lost her battle with leukemia in 2001. The wonderful care and support Jane and her family experienced at Doernbecher is the inspiration students call on each year to raise as much money as they can for the hospital. Since our school began participating in Kids Making Miracles, we have raised more than \$75,000 for the hospital. It feels so good to know that as students we can really have a huge impact at the hospital.

I am asking today that you support me and make a difference at Doernbecher at the same time by making a tax-deductible contribution. All checks should be made out to City High School, with my name in the memo line. Every donor who contributes over \$50 will be listed in the event day program. All responses can be sent in the provided envelope. Please respond by March 7, 2012. Thank you for your consideration and support of Doernbecher Children's Hospital and Kids Making Miracles!

Sincerely,

YOUR NAME HERE

City High School Pageant Contestant