

Sample Only - all Letters must be approved by Principals prior to distribution to Parents

June 3, 2014

Hello Parents

We wanted to start by saying thank you for all of the generous donations and support you have provided to (teacher's name) class during the past school year. The students have really enjoyed each of the class parties and the goodies that have been provided through donations.

At this time, we have begun thinking about an end of year gift for (teacher's name). We were thinking about purchasing (teacher's name) a bouquet of fresh flowers and add hand-crafted paper flowers that we could attach gift cards to. Please see below for an example of what the paper-crafts would look.

Please know this donation is strictly voluntarily and if you will be contributing a gift card any denomination you choose would be wonderful. We asked (teacher's name) for some of her favorite places to shop and here is what she said - Marshalls; TJ Maxx; Wawa; Forever21; Target; Walmart; Chipotle; Panera Bread; Ulta; DSW; Nordstrom Rack; Aldo Shoes; American Eagle; Aerie; Barnes and Noble; Movie theater.

If you would rather send in a cash donation that would be great, but again, this is strictly voluntarily and any denomination is greatly appreciated.

If you decide to make a donation, please send it in an envelope via backpack mail addressed to the Room Parents, please also make sure your child's name is on the envelope.

Again, thank you for everything you have done for (teacher's name) class this year and we hope that you have a great Summer!

Thank you

