

Dear Parents,

Our students here at \_\_\_\_\_ are holding a fundraising activity beginning on \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_. The Purpose of this fundraiser is to raise money for \_\_\_\_\_.

\_\_\_\_\_ . Our financial goal is \_\_\_\_\_.

We are sending out this letter to all parents to let you know that we have exciting news.

This Year for our fundraiser, we will be selling gourmet fresh roasted coffee and refreshing delicious artisan blended tea.

On \_\_\_\_ / \_\_\_\_ / \_\_\_\_ our students will be bringing home an order form for you to look over and place orders. They will have \_\_\_\_ days to collect orders. We encourage you to bring these order forms to your place of employment and share them with friends and family members. If anyone needs additional order forms they are available in the office or online at [www.grandysgoodies.com](http://www.grandysgoodies.com)

All completed order forms should be turned in no later than \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_. Students are to bring the completed order forms back to \_\_\_\_\_ and turn them in for processing. The orders will be prepared and ready for delivery in about 10 days. Every student has a personal goal as well as our overall goal. We hope you will help us as we strive to reach those goals.

Thank you for your support.

Sincerely,