

Dear Business Owner:

On behalf of Elkins High School Project Graduation Committee, I am contacting your company regarding a donation. Elkins High School Project Graduation is a special event recognizing graduating seniors and marking their transition into the college and career years. This secure, all-night event is filled with food, interactive games, prizes, sports activities, special entertainment, and lots of fun with their classmates.

Parent volunteers and students raise funds throughout the school year to cover the expense of the event. In the spring, we will host a dinner and prom-wear style show along with a silent and live auction. Any contribution to this event will be greatly appreciated and recognized during the evening, not only through verbal recognition, but also in our program and through patronage by our families.

Thank you for your consideration of this request. We will be grateful for any help or contribution you may be able to offer. Together we make a difference in the lives of our children and community.

If you are interested in making a donation of any size, or if you have any questions, please contact Debbie Colesante, silent auction committee chair at (281)543-0072 or Debbie.colesante@gmail.com, Kathleen Laird, Style Show Auction Chair for the Elkins Pro-Grad Class of 2017, at (281) 704-2343 or kdlaird5@gmail.com.

A representative from the Elkins High School Pro-Grad Committee will be happy to come to your place of business to pick up any donation you may wish to make.

Elkins High School Project Graduation is a 501(c) organization (ID #31309). Contributions are tax deductible under section 170 of the Internal Revenue Code. If needed, a copy of the Determination Letter of the tax exempt status can be provided by contacting

Thank you for your consideration.

Sincerely,

Kathleen Laird, Elkins Pro-Grad 2017
Style Show Auction Chair