***OXFORD HIGH SCHOOL BOOSTER CLUB***

“Boosting Spirits, Building Success”

January 25, 2016

Re: Donation Request for Post Prom Event

Dear Business Owner:

Greetings from the Oxford High School Booster Club. We are an organization made up of volunteers who support all of the students at Oxford High School. Just a few of our functions include assisting groups with fund-raising; providing programs to enhance the school experience; and striving to keep them safe after Prom Night. Our Post Prom Event is held yearly to give the prom participants a fun and safe outlet to attend, after their exciting evening at the prom.

In order to do this, we have rented the Shelton Rinks Sports facility for them. We fund the venue, the buses to transport them both ways, and we provide the refreshments, some of which are donated by parents. The students are kept in a safe environment for the evening and we encourage all of them to attend.

While they are participating in fun activities, we also provide an opportunity for the students to win prizes, by sponsoring a “Chinese auction” of various items. This has been a very popular feature in convincing students to attend, and in the past we have had donations of gift cards and merchandise for college. We would very much appreciate your assistance in collecting prizes for this event. Gift cards of any denomination; merchandise; experiences; or event tickets would be perfect. We will display your company name at the event, to show appreciation for your donation, and we will provide a donation letter for tax purposes.

We need your help to continue to provide an enjoyable and safe atmosphere for our kids. Please contact Deb Sherman at shermidge@comcast.net. We would like to receive all donations prior to March 18th, if possible.

Thank you for your kind consideration.

Debbie Sherman

OHS Booster Club President