

SAMPLE

School In The Hills
2900 Quinlan Park Rd
Austin, TX 78732

Dear Nancy,

The River Ridge Elementary PTA would like to extend our gratitude for your generous donation to support our students and school. With your help we are able to provide educational and PPE supplies for our students and staff as well as as well as fund Teacher Grants and various student programs such as Reflections, Math Pentathlon and Running Rattlers.

Our school is a 501(c)(3) organization making your donation tax deductible. You will find our tax ID number at the bottom of this letter. We will also be recognizing School In The Hills on our website (<http://riverridge.my-pta.org/content.asp?PageID=0>) as well as on our PTA meeting agendas. A Spirit Gear representative, Paige Erickson, will be contacting you regarding your choice of RRE water bottle or adult sized shirt. Please let me know if you have any questions or concerns.

Thank you again for your donation and your community support!

Sincerely,

Matthew Molinari
President, RRE PTA
FEIN (27-0197980)