To whom it may concern,

On DATE, the EVENT NAME will be held at LOCATION in support of Special Olympics Ontario – COMMUNITY.

We hope to raise more than $X during this exciting event. DESCRIBE EVENT. The event is supported by very generous donors and businesses who donate items to be auctioned off during the event. We are writing to you today to ask for your assistance in making the EVENT NAME a success by donating a gift to the auction portion of the event. Your donation will be tastefully displayed and identified, and will help to make sure that our programs hit our funding goals for the season.

Your donation will help to raise awareness and funds for Special Olympics – Greater Ottawa, funds which will remain within the community in order to provide program opportunities for individuals with intellectual disabilities participating in over X sport programs. Funds will be used to offset rising venue costs, tournament registration fees, travel, equipment, and other costs.

Thank you in advance for your consideration given to this request.

Sincerely,

NAME  
TITLE

Special Olympics Ontario - COMMUNITY

Charitable Registration: 11906 8435 RR0001

WEBSITE