**Sample of Fundraising Solicitation Letter**

From:

**Patrick H. Morris,**

Fundraising Chairman,

Jackson Foundation,

2674 Hillcrest Circle  
Eagan, MN 55121

12 January 2017

To:

**Margaret Smith,**

Labrador Sports & Equipment,

1358 Dane Street  
Spokane, WA 99201

Dear Sir/Madam,

Subject: Fundraising for Jackson Foundation

Jackson Foundation is organizing a golf tournament to raise funds to repair our premises and create better facilities for our students. The tournament will be held on Green Turf Golf Course on March 30, 2017.

We are soliciting your active participation in this event to make it a success through your kind contribution of sports equipment and sportswear for the golfers in this tournament. Your kind donation will reduce the cost to be incurred by Jackson Foundation and increase the amount to be raised for the repairs and renovations.

Jackson Foundation is a unique learning home for children with special needs; hence, its premise must always be in good condition for the safety of the children there. We have always wanted to have a learning place where children with special needs too can learn what they want. With the help of the fund raised through this event, we shall be able to provide better facilities to these children so as to mold them to better in whatever field their interest lies in. So it would be great if you could help us in ways you can.

We look forward to a favorable response from your side. We also anticipate your active participation in the Golf tournament

Thanking you

Yours Sincerely