



At our playschool, our kids live, love, laugh, and learn!

Dear Sir or Madam,

The Callingwood-Lyburn Community Preschool operates at Lyburn Elementary School, serving over 50 students weekly. We offer wonderful preschool classes to both 3 and 4 year old children via either a 2 day or 3 day a week program. We take pride in knowing that both of our teachers are certified with a Bachelor Degree in Education and do a tremendous job of providing quality educational programs to all children, including those with special needs.

In order to best serve the children enrolled in the programs, we rely heavily on fundraising events throughout the year. All funds raised go directly towards positively impacting the lives of the children during this school year. As well, any specialized equipment purchased will benefit students, not only for this year, but for years to come. Our fundraising goal for this year is \$5,000 in order to balance our budget.

The largest fundraising event during the 2016-2017 school year will consist of a silent auction combined with a family dance in March 2017. We are asking parents of the children enrolled, community members, and businesses in our local area to support our school by providing a donation to our silent auction event, prior to March 1 2017. By supporting our school, your business will assist us in paying for basic essentials, such as school supplies, field trips, teacher salaries, classroom repairs and so much more. In appreciation of your donation, your business will be recognized on all promotional materials for the event. Furthermore, your donation and business name will also be acknowledged at the event, in the playschool's monthly newsletter and in the West End Community News Publication.

Please know that all contributions you make will positively impact our school. To arrange for pickup of items, at your convenience, please contact Tracy Thorvaldson at (780) 909-9081 or donations@callingwoodlyburnplayschool.com.

Thank-you for your thoughtful consideration of our request.

Sincerely,

Michelle Campbell

Chair, Parent Committee

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