



3233 S. SEPULVEDA BLVD. SUITE 200
LOS ANGELES, CA 90034-4205
PHONE: (310) 397-2735
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E-MAIL: UPNS@UCLA.EDU
WEB SITE: WWW.UPNS.NET
TAX ID NUMBER: 95-2460337

Dear Sir/Madam:

I am writing to request a donation to the 2011 University Parents Nursery School (UPNS) Raffle and/or Silent Auction to be held at our annual Family Fun Day fundraiser on **Saturday, April 9th, 2011**. This highly anticipated and well-attended event brings our families together to support the school. Join us, as we travel the globe to celebrate our diverse multicultural community in this year's theme: **"Around the World"**. As a participating business you are given the opportunity to increase your company awareness level as well as directly benefit the families of your community. Funds raised at this year's event will enable us to provide enrichment activities for our students, including music and movement classes, educational field trips, and purchase classroom resources.

UPNS is a non-profit parent participation nursery school for children ages two through five. The school is accredited by the National Association for the Education of the Young Child and is a member of the Los Angeles Council of Parent Participation Nursery Schools. UPNS is founded on the belief that the preschool years are critical in a child's physical, intellectual and emotional growth. As a cooperative school, we depend on the support of our members and the community to continue to provide a high quality educational experience for our children.

It is our hope that you would consider a donation. All donations are greatly appreciated and are tax deductible (UPNS Tax Identification Number: 95-2460337). Your generosity would be acknowledged at the event, in the school's newsletter and on the UPNS Yahoo! discussion group. If you are able to support us, please complete and return the enclosed form **by March 15th**, retaining the lower portion as your receipt. If you have questions about our Raffle or Silent Auction, or require me to personally pick up items to be donated please contact me.

Sincerely,

Parent or Friend of a UPNS Student

Phone/E-mail



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2011 UPNS Family Fun Day: Around the World



Silent Auction and/or Raffle Donation Request and Donor Receipt Form

THANK YOU for contributing an item for the Raffle or Silent Auction for the UPNS Family Fun Day on **Saturday, April 9th 2011!** Please complete this form to help UPNS track donated items. The lower portion serves as the donor's receipt.

Description of Donated Item(s):
Monetary Value:
Donated By:
Donor's Address and Phone:
On Behalf Of (Parent or Affiliate Name):

THANK YOU FOR BEING A COMMUNITY PARTNER IN OUR UPNS FAMILY FUN DAY: AROUND THE WORLD

Your donated item(s) will be included only in the annual Silent Auction or Raffle as part of our Family Fun Day fundraiser on **Saturday, April 9th 2011** to benefit University Parents Nursery School (UPNS). We appreciate your generosity and continued support to make our fundraiser a **HUGE SUCCESS** for our children!

Description of Donated Item(s):	Monetary Value:
Donated By:	On Behalf Of (Parent or Affiliate Name):
UPNS Tax ID Number: 95-2460337	Parent Signature: