

Highland Park Elementary PTA
4900 Fairview Drive
Austin, TX 78731

Dear _____:

On behalf of the Highland Park Elementary PTA, thank you for your generous contribution of \$ _____ to the 2007/2008 _____ Fundraiser received on _____. Proceeds from this event directly enhance your child's education and the continued improvements of our school.

The retail value of goods and services provided is \$ _____; the remainder of your gift is tax-deductible as allowed by law. The Highland Park Elementary PTA has been granted not-for-profit status under section 501(c)(3) of the Internal Revenue Service code. Contributions made to the organization are deductible for federal income tax purposes. Please retain this letter for tax purposes. Should you have any questions regarding this letter or your contribution, please contact the PTA treasurer, Monica Duck at (512) 302-9469.

Thank you again for your support.

Sincerely,

Kevin Gollither
PTA President

Your Name
Committee Chair

Someone else if you like
Sponsorship Coordinator