Dear (insert family or friends name here),

On September 22nd, my school is hosting its Annual Hawk-A-Thon. The Hawk-A**-**Thon is a PTSA and ASB fundraiser where students participate in a noncompetitive, relay-style event that promotes fitness, team work, and school spirit. Over 800 students participate in this event to help make the educational experience better for Chief Kanim Middle School. This event is the PTSA’s and ASB’s largest fundraiser for the school year and the funds raised from the annual Hawk-A-Thon are allocated to fund student academic enrichment and teacher grants.

I would greatly appreciate any donation you can make to support me in this year’s Hawk-A-Thon. Your donation will make a significant and positive difference on my learning experience at Chief Kanim Middle School this year.

Donations for the Hawk-A-Thon can be made online by logging on to the Chief Kanim Middle School PTSA website at **ckmsptsa.org.** Additionally, if you work for a company that offers a matching donation program, please enter the name of your company when making your donation and the PTSA will contact them. Companies that match donations have double the impact for our school! On this website, you can also find more information about the Hawk-A-Thon and the various other programs the PTSA supports at Chief Kanim Middle school. If you will be sending your donation in the form of a check, please make your check payable to **CKMS PTSA** and mail your check directly to me at the address listed below. Any donations I receive in support of my relay, online or by check, have to be submitted to my school no later than **September 21st.**

Thank You for your time and consideration. I am thankful for any support you can provide to the Chief Kanim Middle School Hawk-A-Thon this year. Our school benefits greatly from the kindness and generosity of people like you!

Thank you,

[Insert your name here]  
[Insert your address and contact information here]