

Parent Instructions **for Beaver Creek FUN RUN Letter Writing**

Dear Parents,

On behalf of Beaver Creek PTO, we would like to say thank you for your help to make this year's Fun Run a huge success! Without you, it can't be done. **This is our BIGGEST fundraiser of the year!** Monies raised from this fundraiser provide classroom supplies, cover field trip buses, pay for assemblies, and so much more!

Send in the following so your child(ren) can complete their Fun Run letters in school:

- **Full Name and address of anyone your child plans to mail a letter to. (Please note if this is an Aunt, Uncle, Grandma, Grandpa, etc. especially for younger kids so the letters can be addressed correctly.)**
- **3 envelopes for mailing**
- **3 stamps for mailing**
- *NOTE: You can send in envelopes already addressed with a stamp vs writing names/addresses on a separate sheet. Students will fill out the actual letters at school. The PTO will take care of mailing them.*

All students will participate in our Fun Run on Friday, October 9th!

Last year with your help, we raised over \$28,000. If we reach our goal of **\$25,000** this year, our students will receive a surprise assembly!

\$2,500 - Spirit Day: Wacky Day	\$12,500 - Handel's Ice Cream Card	\$22,500 - Recess Dance Party
\$5,000 - Popsicles at Fun Run	\$15,000 - 2nd Inflatable at Fun Run	\$25,000 - Surprise Assembly!
\$7,500 - Inflatable at Fun Run	\$17,500 - School-wide Pretzel Party	
\$10,000 - Obstacles at Fun Run	\$20,000 - Teacher Inflatable Race	

If your child wishes to complete additional letters at home, you/he/she can request blank letters from your child's teacher. Below are the instructions for completing the letters and envelopes with your child:

1. Each of the letters will need a *Stamp, a Sponsor's Name and Mailing Address*, and your *Child's Name* written in the return address. *Note- Your child can choose to give one of their sponsor letters to you (their parent/guardian) and/or a neighbor. In those cases, stamps/ addresses would not be needed on those letters, just names.
2. Your child will need to write their name at the bottom of the letter on the "Signed" line as well as their grade and teacher's name.
3. Fold and seal your child's letter or place in an addressed & stamped envelope and mail/hand deliver. **Letters should be mailed the week of September 8th or as soon as possible.** Online Donations are kindly requested by Friday, October 9th.
4. ***Feel free to take a photo of your child's letter and email or text it to the person they are addressing vs mailing as well. If this is what you are doing, please state that on the address pages.***

Email template to send to family/friends:

**Use the QR code to access a digital copy of this letter to paste directly into an email.*



Child's Name: _____

Please address envelopes with names, addresses and stamps. If you do not have envelopes or stamps at home, the PTO will have them available in every homeroom. Please send in this form by the date your child's teacher requests.

Sponsor 1

Name _____

Address _____

Sponsor 2

Name _____

Address _____

Sponsor 3

Name _____

Address _____

Additional Sponsor 4

Name _____

Address _____

Additional Sponsor 5

Name _____

Address _____
