

Date

Jo Planter
Planter Garden Center
16 Planter Blvd.
San Francisco, CA 9XXXX

Dear Jo,

I am writing to request for a contribution of XXX for a renovation project we are doing with Rebuilding Together San Francisco (formerly Christmas in April) a nonprofit organization making an impact on the lives of low-income, elderly and disabled homeowners in the city

On Saturday, April 26th & Sunday, April 27th, more than 2,000 volunteers will help repair the homes of 20 San Francisco residents, making their home safer and brighter. Volunteers will also repair 20 diverse neighborhood non-profit facilities and schools. Your support can help make Rebuilding Weekend a great success.

Since 1989, Rebuilding Together has organized teams of volunteers to repair homes and renovate nonprofit and community facilities. This year, we are volunteering (to lead a team from Laidlaw Publishing, who will be working on the Bayview home of Ms. S. Ms. S. has always been an avid gardener but in recent years has had health issues that have prevented her from maintaining the backyard garden she dearly loves. In addition to painting the interior of her home, making safety repairs throughout the house and repairing Ms. S.'s front steps, volunteers will weed and replant her garden, making it accessible for Ms. S. once again.)

Your donation of XXX will have a huge impact on our renovation budget and help us leverage all our resources to do as much repair work as possible on the home/facility. When volunteers leave at the end of the day, she will have a safer home and an outdoor space she can enjoy far into the future.

All in-kind donations are tax-deductible and Rebuilding Together's tax ID number is 94-3107808. In addition, your company will receive recognition in RTSF's newsletter and on their website (www.rebuildingtogethersf.org) as an in-kind donor.

Thank you in advance for your consideration and your support of the San Francisco community. Please feel free to call me at XXXX with any questions you have.

Sincerely,