

**Booster Club**

Dear Sir or Madam,

Every year local businesses graciously donate to the Booster Club Holiday Party. We are a non-profit organization whose sole purpose is the morale and welfare of our organization’s members. Our tax ID number is. Your donation, like others, will help make it possible to provide an outstanding evening for approximately one hundred of our members and their families on December 17, 2017.

 We are soliciting donations in order to present prizes to our members and family members.

Your support strengthens the bond between our organization and the local community, and we appreciate your consideration. Please feel free to contact me at (719) 567- or by email at @us.af.mil with any questions or concerns. Once again, thank you for your continued support, and we want to wish you a happy and safe holiday season.

 Very respectfully,

 //SIGNED//

 John Doe

 The Booster Club President

**\*\*This is a private organization. It is not a part of the Department of Defense or any of its components and it has no governmental status.\*\***