

OAK AVENUE SCHOOL PTA
1501 OAK AVENUE
LOS ALTOS, CA 94024
(650) 237-3900

February 5, 2010

Dear ,

Greetings from Oak Avenue Elementary School in Los Altos. We are writing on behalf of the Oak Avenue School PTA and we would like to invite you to support our annual PTA fundraising auction to be held March 26, 2010.

Oak Avenue School is a public school in the Los Altos School District. Through our PTA fundraising efforts, we are able to supplement the state budget to provide computers to our children, expand our library, provide funds for classroom teaching materials, and fund our teachers' aides and science aide.

At this time, we are kicking-off our annual fundraising drive by contacting businesses like yours. We would like to invite you to join our donor community by making a contribution today. We are hopeful that you will help us continue to make our public school successful.

Thank you for your time and consideration. To donate, please fill out and return the enclosed form by February 28, 2010, so that we may acknowledge your generous contribution to our school auction. If you would like more information on how to make a donation, please call us at 650-814-8902.

Sincerely,

Sandra Barnett Brook
PTA Auction Committee

IRS EIN Tax ID# for the Oak PTA is: 95-6207647