**SAMPLE FUND RAISING SOLICITATION LETTER**

Date: 29-April-2010

Name: Mr. Mathew

Address: Poker Street

New York City,

NY 56789.

Dear Mr. Mathew,

I am writing this letter to request you to kindly help us by supporting for the “Child Education Fund Raising Program”  It is a program to help, support all the under privileged children continue with their education. This fund raising program would be held on 29-May-2010.

Our Organization Care for Children is a voluntary institution. We take care of the orphan children and provide them with shelter and all the necessities including primary education. This year our organization has extended its wings and we have adopted 150 more orphan children. As a result, we require kind help from esteemed organizations like yours.

I kindly request you to help our organization by donating a sum of $1000 towards this fund raising program. We will sincerely appreciate your kind help.

We look forward to hear from you soon.

Yours sincerely,

Name: Mr. Shepard.

Email Address: [Astonshepard@hmail.com](mailto:Astonshepard@hmail.com)