



B.F. Gibbs PTO
195 Sutton Place
New Milford, NJ 07646
Email: bfgibbspto@gmail.com



Dear Business Owner/Organization,

Greetings! We are the Board Members of the Parent Teacher Organization (PTO) for the B.F. Gibbs Elementary School. The PTO has a mission to provide the students with events, activities, and day to day supplies that are needed in the classroom, but are not provided for in the school budget.

We are presently organizing our annual fundraising Adult Night Tricky Tray event to be held on March 22, 2019 and seeking your support. As a part of this event, we raffle off a variety of themed gift baskets. To establish these baskets, we are reaching out to various businesses and organization for donations that can be in the form of products, gift certificates for products and/or services, event tickets or any other creative ideas. Being a 501(c)3 tax-exempt organization, all contributions are tax-deductible. Our tax-exempt ID information can be found in the attachment.

We would be happy to promote your business/organization in our area with your support and will put your business/organization name in our Event Program Guide.

Our goal in our fundraising efforts is to gather donations from businesses/organizations:

End Date: March 8, 2019

All donations can be sent to our school address as marked in the letterhead.

Please let us know if you would be able to donate to help make our event a success for the children at B.F. Gibbs.

We thank you for your time and consideration. Every donation we receive, large or small, is greatly appreciated!! We look forward to hearing from you.

Sincerely,

B.F. Gibbs PTO Executive Board
Karissa Masuicca & Tracy Scrivani, Co-Presidents
(201) 618-3671 / (201) 359-5152
bfgibbspto@gmail.com