



## INSTRUCTIONS FOR 2026 LETTER WRITING FUNDRAISER

Our donation letter campaign is our **single most important and productive fundraiser of the entire year** (over 50% of grand total). Our goal is to raise funds to support every aspect of our crew team with an emphasis on purchasing newer equipment.

Athletes must address 10 letters and envelopes to family, friends, and business establishments (only allowed if you or your parents have a personal relationship with the owner). **Letters to large businesses, franchises, or sports teams**, (i.e. Giant, Starbucks, DICKS Sporting Goods, Glory Days, etc.) **and to public figures** (i.e. celebrities, politicians, musicians, etc.) **will NOT be accepted**. Any athlete submitting such letters will have one week to replace the letters with legitimate request letters or opt-out.

*There is no need to try to land a “big fish” donor!* Donations of \$10, \$25, or \$50 from family members and friends quickly add up and will make a difference. Please feel free to add a personal note to the letter and include photos of crew activities. Please also take the time to follow up on your letters by personally reaching out to your potential donors to explain how much crew means to you and the impact any donation has on the whole team.

### Step-by-step Instructions

Step 1: Address and print the 2025 Crew Fundraising Letter for ten (10) friends, family, neighbors, parents’ employers (non-government), community businesses, doctors, dentists, realtors, etc. with whom you have a personal connection.

Step 2: Personalize and sign each letter. Add personal stories and pictures if desired.

Step 3: Legibly address envelopes that include your return address (in the upper left corner of the envelope) for each of the 10 letters. ([Example](#))

Step 4: Turn in your letters to coaching staff at practice, to Ms. Martin at school, or to the club treasurer, **Mrs. Ward, no later than January 31, 2026**.

**For this critical fundraiser, the “opt-out” option is \$500 for non-participation.**