

(Insert School Name)
(Insert Complete School Address)
(Insert School Phone #) (Insert School Fax #)
(Insert Principal's name), Principal
(Insert Assistant Principal's name), Assistant Principal

I _____ would like to donate \$ _____ to (Insert School Name) for the following reason(s):

Please indicate why funds are being donated by selecting one of the choices below:

- ☐ To be used at the principal's discretion
- ☐ To support the entire student body
- ☐ To provide scholarship funds for needy students
- ☐ Other _____

Name of Donor (Please Print)

Signature of Donor

Date

Received By

Date Received