

**Dear Parents,**

We would like to present \_\_\_\_\_ with a gift  
from the class celebrating \_\_\_\_\_.

If you would like to contribute, please send cash or a check made out to cash, in a  
sealed envelope addressed to \_\_\_\_\_.

Please submit your contribution by \_\_\_\_\_.

The gift will be presented from the entire class on \_\_\_\_\_  
at \_\_\_\_\_.

If you have any questions, please contact a room parent listed below. Thank you  
for your generosity!