

Dear Organization,

Thank you for participating in our service project, Project Santa's Little Helpers. You will be in charge of buying one boy and one girl gift which are no more than \$15 each. Please target your gifts to the ages of two to four years old. Please bring your gifts to Dr. Kooiman's office, which is located in the Liffrig School of Education Bonhl. 221. Please bring in you gifts at your earliest convince, but no later than December 10. When you deliver the gifts please attach a note that displays the age and gender for the gift and your organization name. Our Emerging Leaders Academy class will wrap the gifts and deliver them to Carries Kids and they will be distributed to children in the community. We are also working on a press release to give thanks to all the organizations that help out. If you have any other questions, please feel free to contact me at any time.

Sincerely,

Terra Larson