23 Mockingbird Avenue,

Trelawny,

Jamaica.

April 2, 2020.

Patricia Howard,

Projects Resource Office,

Harvard Fitness Limited,

27 Sycamore Avenue,

St.James.

Dear Mrs Howard:

Re: Fundraising Event

We would like to invite members from your organization to attend the Spirit of Giving Football Tournament to raise funds for the Alure Community Sports Club. The event starts at 10 am on April 15, 2020 at the Sir Gregory Park and Recreational Centre.

We are seeking a donation from your organization to help with the start-up costs. Your company can help us by making a monetary contribution.

I will contact you on April 10, 2020 to answer any questions you might have regarding the donation. Thank you in advance for your support.

Sincerely,

Indi Walker

President