



**St. Charles School**  
Achieving Excellence Together

200 Penn Avenue  
Staten Island, New York 10306  
(718) 987-0200

[www.SaintCharlesSchoolSI.org](http://www.SaintCharlesSchoolSI.org)

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To Whom It May Concern,

I write to you on behalf of the Saint Charles School Family Association in Staten Island, New York. Our Family Association, consisting of volunteers, organizes school fundraising events throughout the year.

The Christmas Fair, held in November, and the Spring Auction, held in March, are the two largest fundraisers throughout the year. These events are made possible due to generous donations from individuals and companies such as yourself.

The fundraising that we do in the school helps to defray school costs and to ensure affordable tuition for our families.

Any and all donations would be greatly appreciated. To thank you for your generosity, we would like to offer a complimentary advertisement in our weekly parish bulletin. Also, we would like to include you in our annual auction brochure. Please supply us with any advertising materials that you may want published.

On behalf of the students and families of Saint Charles School we thank you for your support and dedication to Catholic Education.

Sincerely,

Mr. J. Kiernan, Principal

Mrs. Christina DiMeglio, Family Association President