

*[PLEASE FOLLOW THIS TEMPLATE EXACTLY AS IT APPEARS AND COMPLETE IT WITH YOUR PERSONAL INFORMATION AND THEN HAVE THIS FORM NOTARIZED]*

{INSERT DATE}

Kelly Gerdes  
Bridge Educational Foundation, Inc.  
Post Office Box 222  
Harrisburg, PA 17108-0222

Dear Ms. Gerdes:

Per your request, I am supplying this letter to serve as an attachment to my scholarship application for a Bridge Educational Foundation scholarship for the 2020-2021 school year at {INSERT SCHOOL}. As you can see I have had this letter notarized.

My household's only sources of income for the **2019 tax year** are from the following:

- 1) **Example: Child support - \$500 per month; totaling \$6,000**
- 2) **Example: My child, Kelly's Social Security - \$13,000 per year**
- 3) **Example: Mother in law, Jane Smith's income from ABC Company - \$30,000**

There were {INSERT NUMBER} children that lived in our household during the above mentioned tax year.

Sincerely,

{PRINT & SIGN YOUR NAME}