



December 2020

Dear Friend of Our Lady of Guadalupe School,

Our school is hosting its annual Golf Tournament which will be accompanied by a fabulous online Auction (from April 19 – 26, 2021). These events will benefit our Preschool through 8th grade students who are gradually returning to campus after months of distance learning. To meet the challenges of these times, we designed new curriculum and incorporated technology updates in order to provide an excellent learning experience for our students both on-site and virtually. Our parents make enormous sacrifices to provide their children with the benefits of a Catholic education, ensuring that their children's future is bright and that they, as the Bay Area's future adults, are well educated and grounded in sound values. Your gift to OLG is a gift to the children and to our community.

We are seeking sponsors for the Golf Tournament and Auction, which will be our major fundraiser this year. If a sponsorship is not an option, we welcome any support you are able to offer. Any goods, services, monetary donations or advertising that your organization can contribute toward our auction will be greatly appreciated. Please see the attached forms for additional information on sponsorship and donation opportunities and how to register to play in our golf tournament.

As a sponsor, you will receive acknowledgment in our weekly school bulletin as well as on the school and parish websites, and your business will be featured on the event website. Your advertisement will reach our families, their friends and contacts, and all the community members who participate in these events.

Our Lady of Guadalupe School is a non-profit, 501c3 organization, as defined by the IRS, and your contributions are tax deductible, to the extent allowable by law. Our tax ID number is **94-2988962**.

If you would like to make a donation, please complete the enclosed donation form and return it to our school, or you may send an email to olg.golf.auction2021@gmail.com.

Respectfully yours,

S. Janice T. Wellington, O.P.

S. Janice Therese Wellington, O.P.
Principal