

SAMPLE DONATION REQUEST LETTER

Date

Dear Family, Friends and Colleagues:

Living with someone who has an autism spectrum disorder has made me aware of how much this disorder impacts the entire family. My {son/ daughter/ grandchild} { Name } was diagnosed with {autism/Asperger Syndrome} in {year e.g. 2000}. Since that time, we have tried to find out all we can about autism spectrum disorders. There are many large organizations that help make people more aware of autism and conduct research. However, we have found that we need local support and assistance in the Santa Clarita Valley where we live.

We have found the Santa Clarita Autism Asperger Network, a local all-volunteer organization that helps families that have a loved one with autism or Asperger Syndrome. SCAAN has monthly support group meetings, a newsletter, and events such as holiday parties, playgroups and picnics. SCAAN also provides information on local resources, gives scholarships to attend conferences, conducts local outreach events, and provides information about autism to our local pediatric practices. Some of the additional events SCAAN would like to sponsor include family workshops on how to talk about autism to children; sibling workshops and much more.

SCAAN is sponsoring the 3rd annual Crop for Autism, a fundraiser event that will be held on May 5. I am asking you to help make a difference for { Name } and our family by supporting SCAAN at this important event. Please see the attached information about the Crop for Autism and a donation form.

You can help support the event through a donation made payable to SCAAN. SCAAN is currently a California non-profit corporation and is in the process of becoming a 501(c)(3) corporation this year. You will receive a letter confirming your donation for your 2007 tax purposes.

Thank you for helping make a difference.

{Your name}

{Your email and/or phone}