



CYPRESS ELEMENTARY PTA  
2900 EL SALIDO PARKWAY  
CEDAR PARK, TEXAS 78613

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To Whom It May Concern:

I'm writing to you on behalf of the Cypress Elementary PTA in Cedar Park. We are hosting a Spring Auction Fundraiser on April 6, 2018. We are seeking out local Texas area vendors to help us with our live and silent auctions. All proceeds from this event will fund important initiatives that directly benefit our students and their families.

One exciting initiative is the newly adopted program **The Leader in Me**. The goal of this program, based on The 7 Habits of Highly Effective People, is to equip students with self-confidence and skills needed to thrive in the 21st century. Programs like this would not be otherwise available without the generous support of community-minded partners like you.

Could you please consider supporting our Spring Auction Fundraiser by donating a gift certificate, a tangible item, private party/summer camp or party? All donations need to be turned in no later than March 1, 2018. I can provide you with a mailing address or am able to pick up the donation in person. As a THANKS TO YOU, we will be advertising your company on our website all year long.

On behalf of the Cypress Elementary student body and the PTA, we thank you in advance for your time. You can e-mail or contact me at 512-743-2223.

Sincerely,

Jill Moore & Lori Kading  
Spring Auction Coordinators  
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Cypress Elementary PTA