

SAMPLE: NEW IN-KIND VENDOR DONATION REQUEST LETTER

[DATE]

Dear [VENDOR NAME],

Sudden Unexplained Death in Childhood (SUDC) is a category of death in children between the ages of 1 and 18 that remains unexplained after a thorough investigation. Most often, a seemingly healthy child goes to sleep and never wakes up. At this time, we do not know what causes SUDC, how to predict it or how to prevent it.

Hundreds of families have received services from the SUDC Foundation, the only organization worldwide whose purpose is to raise awareness, fund research and serve those affected by SUDC.

Being part of a community of others who have experienced SUDC helps these families not feel so alone. And the SUDCFoundation provides all services at no cost to the people it serves. While the SUDC Foundation is making progress, much work remains ahead.

[INFORMATION ABOUT THE EVENT FOR WHICH YOU ARE SEEKING DONATION(S)]

We're now asking for assistance from businesses such as yours, to support this community event with the donation of [DONATION DETAIL]. Your generosity will play an instrumental role in minimizing this tragedy, and for that we are grateful.

Please remember that contributions are tax-deductible to the extent allowable by law. The SUDC Foundation is a registered 501(c)(3) and can be referenced under U.S. Federal Tax Identification number 46-5008779. Please retain this letter as your receipt; noting that no goods or services were exchanged because of this donation.

Thank you in advance for your gift. Please feel free to contact me at [CONTACT INFO] for additional questions. You can also visit the SUDC Foundation at www.sudc.org for more information.

Sincerely,

A. Elizabeth Milliken
Chief Philanthropy Officer
The SUDCFoundation