



Dear Parents,

Thank you for participating in our annual fall fund raiser.

This is a reminder that Wednesday, October 18th is the "Turn in Day". Please have your child bring his/her order to the teacher first thing in the morning. Please remember to:

- A. Make certain that **all** order forms have your child's name, phone #, teacher name and the room # filled in.
- B. Make sure the information has been carefully recorded on each order form (if you have more than one.)
- C. Make all checks payable to **Beatty PTA**
- D. Return the white and yellow parts of the NCR-3 part order form. You should keep the pink copy for your records. The original copy will be returned with the order.

Product is usually delivered within 3-4 weeks after West Coast Fund Raising receives the order forms.\*\*

Please return your order form and money in the large white collection envelope that your brochure came in. Fill in all the information on the envelope. This will help our volunteers greatly. **Make sure your order forms are included with the money in the envelope.**

Please do not send large amounts of cash to school with your child. If you have a lot of cash to turn in, please give your order directly to the teacher or contact me at (include a phone number here).

Thanks so much for helping. We couldn't do it without you!

Sincerely,

John R Beatty PTA