



聖荷西中文學校

San Jose Chinese School

SJCS 501(c)(3) Tax ID: 94-2904246

Feb 26, 2014

To Whom It May Concern:

San Jose Chinese School is a 501(c)(3) non-profit organization focusing on providing quality Chinese language education to 300 Kindergarten through 12th grade students. These students come from a variety of ethnic backgrounds. They learn about both the Chinese language and culture through our total immersion, Chinese as a Second Language, and extra-curricular programs. Our school was established in 1974 and this will be our 40th year in service. We have planned a series of events to celebrate this special occasion.

Our 40th Anniversary Commemorative Book is accepting advertisements. This publication is expecting a circulation of 800 copies.

Our Carnival on April 5, 2014 will invite merchant participations. About 500 people are expected to come to the carnival. Companies that are interested in making their presence at this event will be able to choose from options such as setting up a promotion table, displaying a company banner, and donating auction, game, or raffle prize items.

Our banquet for 400 guests will be held on Sunday, April 27, 2014. Merchants are welcome to donate items for raffle.

Monetary donation is also appreciated.

Donations in any form are welcome and donation receipts will be available upon request. All donors' names of donations made before Mar 15, 2014 will be printed in our commemorative book.

Attached please find a suggested donation schedule for your reference.

Sincerely,

Agnes Mak

Principal

San Jose Chinese School

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Encl.

Suggested Donation Schedule

1.	40th Anniversary Commemorative Book	
	Inside Whole Page - B/W	\$300
	Inside Half Page - B/W	\$150
	Inside Quarter Page - B/W	\$75
2.	Carnival	
	Promotion Table	\$200
	Banner Display (banner to be provided by merchant)	\$100
	Donation of Auction/Prize/Raffle Item	Value of the item
3.	Banquet	
	Donation of Raffle Item	Value of the item
4.	Monetary Donation	Any amount is appreciated