



Hotham Primary School
Charlwood Road
London
SW15 1PN

February 2024

Dear Sir/Madam,

PTA Hotham Primary School - Raffle/Auction Donation Request Letter

We are writing to you today on behalf of Hotham Primary School Parent Teacher Association (PTA). We are a dedicated group of parents and teachers who work tirelessly to raise funds to support the school and enrich the lives of our pupils.

This year, we are hosting an online auction. This event is a wonderful opportunity for our school community to raise much-needed funds for improving the playground by creating more covered spaces for the children to use during playtime and outdoor learning.

We are reaching out to you today to kindly request your support by donating an item or service for our raffle or auction. Any donation, big or small, would be greatly appreciated and would help us make this event a success. We are particularly interested in donations that would appeal to busy parents and families and can be used flexibly e.g. gift certificates. However, we are open to all types of donations and are confident that we can find a way to make excellent use of all donations.

Here are some of the benefits of donating to our auction:

- Increased brand awareness: Your business will be promoted to thousands of people from the Hotham Primary School and local Putney community.
- Positive community engagement: You will be demonstrating your support for local education and making a positive impact on the lives of children.

We would be happy to provide you with more information about our event or answer any questions you may have. Please do not hesitate to contact us by email at HothamPTA@outlook.com or call us on:

07500173381 (Emma)

07425783990 (Anouk)

Thank you for your time and consideration. We look forward to hearing from you soon.

Sincerely,

Emma

Emma Shaikh
Hotham PTA Chairperson