**SALAD BAR COMMUNITY DONATION REQUEST**

[Insert school district logo]

[Today’s date]

Dear [Name of Business Owner],

I’m reaching out because our district is launching a new healthy eating initiative to increase our student’s access to fresh fruits and vegetables every day at lunch. To that end, I want to see if you are interested in supporting our efforts to implement salad bars in the following schools: [list school names]

We have already submitted an application to request salad bar equipment through the *Let’s Move Salad Bars to Schools* initiative, but there’s an opportunity for your company to support our efforts, as well.

I hope [business/vendor name] will consider making a tax-deductible donation to our *Let’s Move Salad Bars to Schools*fundraising page to help us with installing salad bars in our schools. This is a perfect opportunity for your local company to support our local schools. We sincerely believe your support will greatly benefit the children of [district name] and help them instill healthy eating habits that will last a lifetime. If your company is interested please feel free to make a donation. I have included the link to the [district name] funding page [provide link here].

If you have any questions, please don’t hesitate to reach out to me using the contact information provided below my signature.

Thank you for your time and consideration!

Sincerely,

[Your Name]

[Your Title]

[Your School District]

[Your Address]

[Your Phone Number]

[Your Email]

*\*\*\*\*Feel free to customize this letter with specific details about your lunch program and/or the business you’re reaching out to. For example, are you reaching out to one of your produce vendors? If so, include details on why their donation would not only benefit the children at school, but also the vendor’s business, as salad bar equipment would allow you to increase your order volume\*\*\*\**