

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Principal's Name]
[School's Name]
[School's Address]
[City, State, Zip Code]

Dear [Principal's Name],

I hope this message finds you well. I am writing to propose a fundraising initiative for our kindergarten program at [School's Name]. As you know, our young learners greatly benefit from additional resources and activities that enhance their educational experience.

The proposed fundraiser is [brief description of the fundraiser, e.g., a bake sale, fun run, etc.]. We believe this event will not only help raise much-needed funds but also foster a sense of community among students, parents, and teachers.

We would like to request your approval to move forward with this initiative and discuss any necessary arrangements that may be required.

We aim to hold the event on [proposed date], and we would greatly appreciate your support in promoting it within the school community.

Thank you for considering our request. We are excited about the potential benefits this fundraiser could bring and look forward to your positive response.

Warm regards,

[Your Name]
[Your Title/Role, if applicable]
[Contact Information]