

LA SALLE INSTITUTE
RACE FOR EDUCATION

Friday, April 8, 2011

INSTRUCTIONS

- 1) We are giving each student a label sheet, which needs to be returned with the names of people who are potential sponsors. Additional label sheets are available from the teacher. *These names will not be used for any other mailings from our school.*
- 2) The student's name, grade, and teacher are to be printed on the first label in the top left-hand corner only.
- 3) **PLEASE PRINT NEATLY IN BLACK PEN** directly on the label: the name, address, and zip code of each prospective sponsor. **IMPORTANT:** Make sure that all the information fits on one label.
- 4) The labels must be returned to the school no later than **Tuesday, March 1st**. **If completed labels are submitted by February 18, 2011, an additional Dress Down Day will be awarded.** We will then be sending letters to the individuals on the list asking them to sponsor your child in this year's **Race for Education**. *If you prefer to print these on your home computer, these labels are AVERY 5160.*
- 5) Potential sponsors may be family members, relatives, close friends, and neighbors. Christmas card lists are a great source for these names. Special emphasis should be placed on out-of-state relatives and friends. Also, the people you do business with are a good source of names, i.e., barber, dentist, doctor, piano teacher, etc. Please note that if a couple is living "under the same roof," you must list them both on **one label** (i.e., Mr. & Mrs. John Doe) not two labels. **Don't forget to list your own name.** 😊
- 6) It is all right for children in a family to include the same sponsor names on their label sheets. For example, three children from the same family can list their grandparents, aunts, uncles, etc., on their own individual label sheet.
- 7) In order to simplify the **Race for Education**, all mailings will be sent from the school.
- 8) We are including last year's list of your prospective sponsors. If your son uses last year's entire list and submits an **additional 5** names this year, he will receive one additional dress down day.
- 9) *** Last year's returned Sponsor Letters are included in this packet. ***

THANK YOU FOR HELPING TO MAKE OUR
RACE FOR EDUCATION A HUGE SUCCESS!