

## Sample Class Parent Letter Requesting Class Dues:

Hi Parents!

We hope you are all having a great start to the school year! We want to introduce ourselves as **TEACHER's** Class Parents. Even though this year will be a bit different than years past, we are committed to our creativity in making this a positive, memorable year for the students.

At this time we are collecting money for class dues, which will be used for crafts, activities, and special occasion gifts for the students, Teacher Appreciation Week, and teacher holiday gifts, as well as any other needs that may arise throughout the year. We are giving a base line suggestion of \$\_\_\_, but any amount is appreciated! If you are able to contribute, please either Venmo **CLASS PARENT @ \_\_\_\_\_** *[if you would like to use your personal Venmo to collect]* or send cash/check with your child to school in an envelope labeled "Class Dues" by **DATE**.

As always, please do not hesitate to reach out to either of us if you have any questions or concerns. Thank you for your contribution!

**CLASS PARENT (contact info)**

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