

Support Letter

Date 1, 2010

«Prefix» «FirstName» «LastName»
«Title»
«Organization»
«Address»
«City», «State» «Zip»

Dear «Prefix» «LastName»:

Michigan Health Occupations Students of America (HOSA) chapter is preparing for it's annual trip to the HOSA State Leadership Conference. This is a tremendous leadership building activity and an experience that should not be missed. We're asking our community's (group you're asking) to help with the financial burden.

(School)'s HOSA chapter has made a significant impact on our community this year by... (List activities that you have done). Being a part of HOSA has taught us the value of giving back to our community.

HOSA is an exciting, leadership driven, educationally advanced, and professionally focused student organization. Students in HOSA are given the opportunity to associate with many healthcare focused professionals and students from across the state. We communicate with peers that have a similar focus. We attend meetings that expand our knowledge of cutting edge health careers. Through leadership training and competition, we gain 'soft skills' such as teamwork, interpersonal skills, and dependability. HOSA students are more prepared for the future and therefore perform better in a professional environment and in our college curriculum.

We feel that our HOSA involvement makes us better community leaders. Please help support our way to the 2010 HOSA State Conference. We are asking you for list \$ amount. We thank you for your contribution to the community and look forward to your response.

If you have any question or would like more information, please call me at (555) 555-5555.

Sincerely,

Signature Here

Your Full Name