Date

Dear Friends:

The Foundation for Ichthyosis & Related Skin Types, Inc.* (FIRST) is a national non-profit organization dedicated to helping individuals and families affected by ichthyosis. Ichthyosis is a group of rare genetic skin diseases that affect more than 16,000 babies each year. The disease is characterized by very dry, cracked, scaling and thickened skin. In addition to the medical implications, ichthyosis is a very visible disease. Affected individuals must also handle the psychological factors attributed to their appearance.

As a member(s) of this Foundation, I/we are committed to helping find better treatments, increasing research, and supporting programs for affected individuals and families. That is why I/we are writing to you today. I/We are hosting a [insert your event here] on [insert date here]. The goal of this event is to raise awareness and funds for the Foundation because our [insert affected family member here] is affected with [type of ichthyosis here].

Please support our efforts by donating [insert whatever you are asking for here] to our event. The proceeds from our event are being raised on behalf of the Foundation and will go a long way to supporting their programs and services. I/We have attached a brochure, which describes ichthyosis and the Foundation’s services in greater detail.

Your donation is fully tax-deductible to the extent allowed by law. I/We will be providing a report to the Foundation of all donations. You will receive a letter from FIRST for your tax purposes. If you would like more information about the Foundation, kindly visit their website at www.firstskinfoundation.org.

I/We look forward to your favorable response. If you require additional information or have any questions, please feel free to contact me/us at [insert your phone number here].

Sincerely yours,

Your Name