



Los Angeles Unified School District  
*Murchison Street Elementary School*  
1501 Murchison Street  
Los Angeles, CA 90033  
Tel: (323) 222-0148  
Fax: (323) 225-2418

Michelle King  
Superintendent  
Jose Huerta  
*LD East Superintendent*  
Jeremiah J. Gonzalez, Ph.D.  
*Principal*

October 9, 2017

To whom it may concern,

I am writing to request a donation for the annual Christmas Store event at Murchison Street Elementary School. I am the principal at Murchison, a public school in the Los Angeles Unified School District. Our school serves over 500 students in the Boyle Heights area of Los Angeles. Most of our students are immigrants or the children of immigrants and have limited resources. In addition, the majority of our students live in public housing and come from low-income families. As a result of their financial situations, many of our students have limited opportunities and this has a tremendous impact on their education.

The Christmas Store is an annual event at Murchison and provides all students with an incentive for sustained effort and citizenship. During the holiday season students receive Christmas dollars when they are caught doing a good job. All students have the opportunity to visit the Christmas Store and select a toy. For many of our students the toy they receive from our Christmas Store may be the only one they receive during the holiday season. We seek donations of new toys and books for children ages 4-12. Cash donations are also welcome and will be used to purchase additional items for our Christmas Store.

We appreciate your interest in contributing a donation to support the Christmas Store at Murchison. The Federal Tax ID number for the Los Angeles Unified School District is 95-6001908. As a duly constituted political subdivision of the State of California it is considered a charitable organization for purposes related to donations. Thank you.

Sincerely,



Jeremiah J. Gonzalez, Ph.D.  
Principal