Hotel Longwood

201 High Street

Farmville, Virginia 23901

2019 February 11

Big Brothers & Big Sisters Organization

123 Nice Street

Nice, Virginia 28736

Dear Mr. Smith

Subject: Request for dinner donations at Eagle’s Nest Restaurant for The Big Brothers & Big Sisters fundraising charity auction.

(NEUTRAL STATEMENT) The Big Brothers and Big Sister’s Organization does so much to help our community by maturing young women and gentlemen. We value your efforts and community service to our youth. We appreciate your interest and collaboration with Hotel Longwood in the past, and we have always enjoyed being a part of this foundation.

We have received and deliberated your request, and we are honored to have been given the opportunity to support such a wonderful charity event, such as the dinner. At the moment, Hotel Longwood is experiencing a financial undoing and is unable to afford a donation this expensive ($1,000 or more).

Although we are unable to provide such an amount, Hotel Longwood is willing to offer a $500 scholarship to the Big Brothers and Big Sisters organization. We appreciate all your hard work and dedication to encourage our youth within the community. We look forward to hearing back from you. Questions and concerns can be emailed to martym@hotel.longwood.org.

Best,

The Staff of Hotel Longwood