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P.O. BOX 1282 UNION, NJ 07083 PHONE: 908.851.9869

Mr. Ronnie McDowell, President
Board of Education
Board of Education Administration Building
2369 Morris Ave.
Union, NJ 07083

November 27, 2017

Dear Mr. McDowell:

The Township of Union Education Foundation would like to request the use of Jefferson School cafeteria and gymnasium for the Second Annual Pizza Tasting Contest to be held on March 16, 2017 with a snow date of March 23, 2017. We would need the facilities from 3:00 pm until approximately 8:00 pm.

The Education Foundation is a 501 (c) (3) non-profit charitable organization whose mission is to raise funds for competitive grants to teachers for creative and innovative educational programs in the public schools in the Township of Union.

Last year's pizza tasting was a resounding success and we sold out within the first hour.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Susan Lipstein, President

Township of Union Education Foundation