**National Federation of the Blind**

**Potomac Chapter**

Arlington, VA

Voicemail: 703-867-6400

E-mail: johnh50@verizon.net

April, 23, 2016

 Dear Merchant/Contributor:

 We hope you will act on this opportunity to contribute to a very special event!  The Potomac Chapter, National Federation of the Blind (PCNFB) will hold our annual fundraising auction on Saturday, June 11, 2016. Your donation will help support our work with blind and visually impaired people of all ages. This summer we will be focusing on offering training to persons with visual impairments on the use of smart phones as well as social media and Windows 10. Additionally your contributions will go towards providing academic scholarships to blind and visually-impaired college students. Your financial assistance will also go towards fellowships provided by the National Federation of the Blind (NFB) for first time attendees to the 76th Annual National Convention of the NFB.

The Potomac Chapter represents the Northern Virginia areas of Arlington, Falls Church, Alexandria, and the eastern portions of Fairfax County. The PCNFB is the local chapter of the state affiliate, National Federation of the Blind of Virginia, and a chapter of the National Federation of the Blind, the largest and most influential organization of the blind in the United States. The National Federation of the Blind of Virginia is a 501(c) 3 charitable tax exempt organization. Our Tax Identification Number is 23-7176308.

If you would like to contribute to our auction, I can come by to collect your contribution or you can contact me by telephone at the number below. All contributions will be acknowledged at the auction.

 We thank you for your consideration and for helping to make our event a success.

Sincerely,

John Halverson, Ph.D., President

Potomac Chapter, National Federation of the Blind

703-867-6400

Donation form and proof of 501©3 status attached

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**DONATION INFORMATION FORM**

I would like to make a donation to the Potomac Chapter of the National Federation of the Blind (PCNFB) June 2016 Fundraising Auction as indicated below:

\_\_\_\_\_ A donation of merchandise valued at: $\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_ A gift certificate valued at: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_ Monetary gift: $\_\_\_\_\_\_\_\_\_\_\_\_. Checks should be made payable to PCNFB.

Mail checks to: Sean McMahon, 850 N. Randolph St., Apt. 904, Arlington, VA 22203.

Gift certificates and merchandise donations will be collected by your PCNFB representative.

**NAME AND ADDRESS OF DONOR**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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