Pack or Troop 1234

Your Charter Organization’s Name

Heart of Virginia Council, Boy Scouts of America

Address

City, State Zip Code

(Today’s Date)

XYZ Store Location

Attn: Store Manager

Dear Sir or Madam,

We are requesting the use of XYZ storefront to conduct our Camp Masters Popcorn and Whitley’s Peanut fundraiser for our annual Cub Scout/Boy Scout fundraiser. The sale raises vital dollars for our Scouting program and provides an opportunity to teach our Scouts important life lessons like the value of earning their own way, developing a positive work ethic and to communicate effectively with others.

Please let us know what dates might be available during our sale which runs through (the date you wish to hold your final Show & Sell).

We appreciate your consideration of our request and your support of our Scouting program. Please call me if you have questions or need additional information.

Yours in Scouting,

Contact Name

123-456-7890