



# OAK HILL PTA

Oak Hill Elementary School PTA  
3210 Kinross Circle  
Oak Hill, VA 20171

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*Dear Parents,*

*The holidays are a great time to let the teachers know that they are appreciated. As your Room Parents, we are collecting donations for a class gift. Participation in this class gift is voluntary. We understand that some families prefer to handle any gift giving on their own.*

*If you would like to participate in this class gift, please send your contribution via the Wednesday folder. Place it in an envelope addressed to*

\_\_\_\_\_ by \_\_\_\_\_.

(Room Parent's Name c/o Child's Name) (Date)

*Thank you, in advance, for your contribution. Please don't hesitate to contact us if you have any questions.*

*Sincerely,*

***Your Room Parents***

\_\_\_\_\_  
(Room Parent and contact information)

\_\_\_\_\_  
(Room Parent and contact information)

Oak Hill Elementary  
**PTA**<sup>®</sup>  
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[www.oakhillpta.org](http://www.oakhillpta.org)