Today’s Date

ABC Business

12500 N. IH 35

Austin, TX 78753

**Re: Annual Popcorn Fund Raiser, Boy Scouts of America**

Dear Community Partner:

ABC Business has been a great help to us over the past couple of years in allowing our Scouts to sell popcorn at the storefront, I write to you in hopes that we can secure this permission again for 2016. I am the District Kernel for the Best Popcorn Ever District, Capitol Area Council, BSA, and have been assigned to coordinate with your offices our Show and Sell popcorn sale for the district this year. The Show and Sell fund raiser starts August 26, 2016 and ends October 23, 2016.

This Fund Raiser is the primary and in many cases the sole time that the youth will be out raising funds for Scouting activities each year. There are so many wonderful activities that the Scouting program offers to developing youth that help them become the kind of citizen that we can all be proud of and that you might consider hiring in the future. This is your opportunity to help your community for **free**. Our district has about 1200 Scouts participating in this first phase of the popcorn sale called Show and Sell.

The location will be setup on a schedule with two-hour blocks of time for the youth to sell popcorn, and this schedule will be maintained by the district’s popcorn chair. We plan on two to three youth with at least one adult being stationed at each time slot. These youth will be positioned off to the side of the store away from the front entrance, so that there will be no interference with your patrons entering your business. When the patrons leave your store, the Scouts will be courteous and ask them if they would like to buy some popcorn and will then fill their requests. We will start the sale on Friday, August 26th and will complete this phase of the sale on Sunday, October 23rd. We would appreciate the opportunity for the youth to sell popcorn at each of your locations from 5:00pm to 9:00pm Monday through Friday and from 10:00am to 8:00pm on Saturday and Sunday. Depending on availability, the youth will not be there during every two hour time slot, but, I have asked for a parent or youth to come inside at the beginning of each manned time slot and advise the store manager of their presence.

***Please contact me at (512)-555-5555 and help us support the youth in their efforts with this sale.*** We are setting up the schedule to organize and insure that each Unit receives specific times to be at different locations, and keep from double occupying any one location at any time slot. . We need and would greatly appreciate your continued support.

Yours in Scouting,

(Your Name)

District Popcorn Chair