

This letter would best be typed on school letterhead.

Date

Dear Lexington Merchant,

The month of March is National Youth Art Month. During this time the creative talent of our young people is recognized.

As the art teachers of the Lexington Local Schools, we have the opportunity to see the skills of our local students develop and flourish as they progress from 1st through 8th grade. We would like to be able to share some of our students' artwork with the community by displaying it at your business. We would like to deliver the artwork to your place of business during the last week in February and will return to pick it up the first week of April.

If you are able to participate in this project or if you have any questions, please contact me, Mary Haas, at Eastern Elementary, (phone number and extension). You may also contact me through email at: email address.

Thank you for giving our community's children a chance to showcase their talent.

Sincerely,

Mary Haas
Art Teacher
Eastern Elementary

Valerie Frazier
Art Teacher
Lexington Jr. High

Ashley Roberts
Art Teacher
Western & Central Elementary