



open hands | open hearts  
A BENEFIT FOR THE CHILDREN OF COTTAGE COVE

February 13, 2017

RE: Donation of Silent-Auction Goods or Services

Dear Sir or Madam,

I am writing to request a product or services donation for Cottage Cove Urban Ministries. This charitable organization has served families in metro Nashville for 23 years, with locations presently in Vine Hill and Madison. A year round daily program is offered without charge, presently serving 85 at-risk children daily. This and related programs are filled with beneficial activities promoting education, the arts, and family values. The goal is to give children the skills and opportunities that will help them rise above their circumstances and thrive. Approximately 500 unique children benefit from these programs annually.

Cottage Cove is funded completely through the generosity of individuals, local businesses, churches, and organizations. For 19 years, one primary fundraiser assists this each fall. **Open Hands / Open Hearts** is a gala social event, featuring aspects of our programs, musical entertainment, an exquisite meal, and an on-site and web-enabled silent auction. This year it will be held in the Patricia Hart Building at 174 Rains Avenue in Nashville on Thursday, November 16<sup>th</sup> at 6 pm.

Your participation in this worthy cause will benefit many children and families in need. A donation of a product, or services, specifically for this silent auction, will potentially compound your gift, as our generous bidders often bid beyond value. Of course, Cottage Cove's many supporters, including professionals, bankers, and executives, will see your product or service and be aware of your generosity. Cottage Cove is a 501(c)3 organization and your donation is tax deductible.

I may be reached at 615-292-2303 Ext. 101 if you require further details. Thank you for your consideration of this request.

Sincerely,

Brent MacDonald  
Executive Director  
Cottage Cove Urban Ministries

[www.CottageCove.org](http://www.CottageCove.org)

