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Dear School Official:

You are receiving this letter today because I need your help to let our students realize their God given talents. Every year our organization provides a religious function known as Fun Arts Festival. This program assists and encourages students to discover and develop their talents in the area of drama, music, public speaking, and various other expressions of art.

We look forward to this festival every year and would love for your student to be a part of it!

This year, our festival will be held on March 29-30, 2019 in Dayton, Ohio. Because our event starts on a Friday and it requires students to miss school, I would like to ask you to grant the students in your school that wish to participate an "excused absence" for this day. As a children's leader, I respect what you do so much and appreciate your hard work to help kids better themselves. Please feel free to reach out to us with any questions. Thank you for your consideration!

Stacy Petty

Ohio Kidmin Director

Student requesting excused absence: _____