

November 26, 2000

Dream Out Loud  
5762 Bolsa Ave  
Huntington Beach

To Whom It May Concern:

I am a senior at Edison High School in Huntington Beach. I am currently maintaining a 3.2 cumulative GPA, involved in my school's CIBACS program, and I would like your help.

Please let me briefly tell you about CIBACS. CIBACS is a specialized program currently offered only at Edison High School, and stands for the Center for International Business and Communication Studies. In this program each student is required to complete and present one major project a year. My project is to create a computer-animated video with a goal of educating schools, businesses, and prospective students about the CIBACS program.

The CIBACS program is still very young and unable to fund this project. Any amount of support you can give to the CIBACS program to purchase the computer software needed is greatly appreciated. All contributions are also tax deductible. My goal, to purchase all materials for this project, is two thousand dollars. This donation will profit both the CIBACS program and your company. When a contribution is made your company will be thanked in the credits to recognize the help you have offered to the CIBACS program. Education will be expanded through this project because the computer software acquired will be donated to the CIBACS program after completion of this project. Education will also be expanded because the video will recruit new eager students.

If you desire anymore information on CIBACS or wish to contact my instructor, Mr. Whitmore you may contact him by:

Telephone: (714) 962-1356  
or  
E-mail: <http://www.CIBACS.org>

If you so choose to donate to my project this is what needs to be sent:

- 1.) Checks written out to CIBACS to the address located on the enclosed business card
- 2.) Your company's business card

This project does indeed have a deadline, so I must ask that all donations be sent by the last of December. I will be sure to keep all sponsors frequently updated with how the project is progressing. Thank you for your support.



**Kristi Henley**

Senior CIBACS Student

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10432 Sunday Drive  
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Sincerely,

Kristi Henley  
Senior CIBACS Student  
Edison High School