



P.O. Box 644
Abingdon, VA
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United Way of
Southwest Virginia

1096 Ole Berry Drive
Abingdon, VA 24210

info@unitedwayswva.org

276.628.2160

***Please use your organization's letterhead.**

April 1, 2024

Commonwealth of Virginia Campaign
101 N. 14th Street
Richmond, VA 23219

Dear CVC Staff,

My name is **Insert Name** and I am the Board Chair of **Organization Name**. On behalf of the Board of Directors, I am requesting inclusion of **Organization Name** in the 2024 Commonwealth of Virginia Campaign. Our organization's mission is to **Insert Mission Statement**.

If selected for the Commonwealth of Virginia Campaign, we will participate as part of a Federation. Our Federation is listed under United Way of Southwest Virginia. During the entirety of the campaign, we will be in compliance with the registration requirements of the Office of Charitable and Regulatory Programs (OCRCP).

Thank you for reviewing our application and providing our organization the opportunity to be part of the Commonwealth of Virginia Campaign.

Sincerely,

Name, Title

Preferred Contact Information



UNITED WE WIN