



**Highfield Primary School- Summer Fete Application Form**  
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Dear Parents / Carers,

**RE: Match Funding**

You will hopefully be aware of the fantastic work your PTA are doing to raise funds for our school. We wanted to take this opportunity to remind you about the Match Funding scheme and how a little bit of your time could raise double the funds for the PTA.

If you work for an organisation that has a match funding policy, any money you raise could be matched by your employer. Companies may match the fundraising total for an event, or for the stall that their employee is working on. Usually, the employee will need to supply them with a letter from the PTA detailing the date and nature of the event, together with the total raised.

We understand that the high street banks, building societies, supermarkets and large corporations are likely to do match funding, but these schemes are not exclusive to the major corporate giants. If you work for an independent company, they may be interested in charitable giving through match funding too.

We would be grateful if you could see if your employer has a match funding scheme, or if they are willing to match fund any of our events. If you can't help out this time, but you know the company you work for has a match funding policy, please let us know. This could be a really large source of income for the PTA and help us raise very much needed funds for Highfield Primary.

If you are able to help us this way, please email [friendsofhighfield@hotmail.com](mailto:friendsofhighfield@hotmail.com) and we can discuss your companies' requirements.

Thank you for your support.

The Friends of Highfield Committee

**FOH is a registered charity: 1181520**

