



## The voice and vision of special education

To Whom It May Concern:

The Oklahoma Council for Exceptional Children (OKCEC) is a non-profit organization comprised of teachers, parents, administrators, students and other interested parties. The OKCEC strives to advance the education of individuals with exceptionalities and to promote related educational, scientific, and charitable purposes through workshops, publications, and yearly conferences.

In order to make these innovative practices and services available, OKCEC is involved in a fund raising project. Donations are being requested including items for a silent basket auction, registration packets, door prizes for sessions, and other conference activities.

Your generous contribution to the OKCEC will play an important role in the future of all people involved in the education of individuals with exceptionalities. By providing continuous education, the outcomes for children with special needs will be enhanced, successfully preparing them for participation in the community.

Donor/merchant's name: \_\_\_\_\_

Donor/merchant's address: \_\_\_\_\_

Donor/merchant's city, state, zip code: \_\_\_\_\_

Contact person's name: \_\_\_\_\_

Contact's phone number(s): \_\_\_\_\_ & \_\_\_\_\_

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### CONTRACT FOR DONATIONS OF SERVICES OR MERCHANDISE

The above-mentioned donor/merchant has donated the following to the Oklahoma Council for Exceptional Children, a non-profit organization. The estimated value of the donated services or merchandise is \$ \_\_\_\_\_.

*Description of donation:*

The merchant agrees to supply the Oklahoma Council for Exceptional Children with the actual item donated or a detailed description of same by (date) \_\_\_\_\_ to ensure the description and donor/merchant's name is included in the conference program. The merchant agrees to provide the actual item to the Oklahoma Council for Exceptional Children by (date) \_\_\_\_\_.

We offer our thanks and grateful appreciation for helping us reach our goal.

Signed by: \_\_\_\_\_  
*The Oklahoma Council for Exceptional Children*

Signed by: \_\_\_\_\_  
*Donor/Merchant's Signature*

Date: \_\_\_\_\_