



## **Gratitude Letters:**

Thanks for writing these 3 letters to community members who are helping all of us in these strange times. These folks are, in many cases, risking their lives. These letters will make a positive difference for them.

**Your letter DOES NOT need to be long. Write your letters from your heart and it will mean so much more.**

### **Instructions:**

1. We have put together a **LONG** list of schools, health care facilities, grocery stores, first responders, etc. This list is a just start of who needs to be thanked.

**If you know of someone you feel could use a letter and is not on this list... send one of your 3 to them!**

2. **VERY IMPORTANT:** Go to this Google link and sign up for three locations/people:  
<https://docs.google.com/spreadsheets/d/1-DX4nhxCPrwF6ularphf5HDvlsqNxwy1X2RreJdmqwM/edit?usp=sharing>
3. WRITE YOUR LETTER! WITH LOVE! SIGN YOUR NAME (you can address the letter generally (ex: "Dear Friends," or "Dear Amazing Healthcare Professionals,")
4. ADDRESS ENVELOPE (ASK YOUR PARENTS IF YOU NEED HELP WITH THIS)
5. Mail Them!
6. Have them mailed within 3 days of receiving the envelopes and letter from Fontana!

### **Sample letter:**

**HAND WRITE THEM! DO NOT PRINT FROM WORD DOC!**

**YES! I know your handwriting is somewhere between bad and amazing!**

**HAND WRITTEN LETTERS MEAN 1000% more!**

**You can use this sample as a guide and it's important to tell them your school name and your association with GL.**

*Dear Friends at (fill in the blank),*

*My name is and I go to school at (your school name). I also am a part of a service learning organization called Global Leaders. We want you to know we sincerely appreciate all you are doing for our community as we work to overcome COVID19.*

*You are some of the everyday heros that are helping keep us all safe. Please stay healthy and know we are thinking of you daily!*

*Sincerely (or peace or love or some OTHER nice way to sign off a letter)*

*(Your Name and age)*