(Date)

(Name of Principal)

(Name of School)

(School Address)

Dear (Principal)

As your local McDonald’s (Manager or Representative), I would like to take this opportunity to invite you and your school to participate in a unique event that can increase school spirit and generate considerable excitement in the community, while also raising funds for your school’s needs.

On (Date) our restaurant will be teaming with local schools to celebrate McTeacher’s Night. This special evening will give your school the opportunity to raise funds for programs, equipment, or any other special projects.

How does it work? While your students, their parents and other school supporters are having a great time dining at McDonald’s, you and your volunteers are generating excitement for the event. In support of your school, we will donate XX% of all sales garnered during the program’s three-hour period. In 20XX, XXX participating XXX schools collectively raised over $XXX,000 in one evening. OR: Last year your school raised over $X,000 during this event.

McDonald’s is committed to education, and as a McDonald’s (Manager or Representative), I am also dedicated to making (Name of City) a better place. I would love to have the opportunity to host with you and your school a “McTeacher’s Night” on (Date(s) of your choice) at my restaurant located at (Address of restaurant).

I will call you within the next week to determine your interest in participating in this exciting fund- raising opportunity. In the meantime, if you have any questions, please feel free to call me at (000-000-0000) or at (e-mail address).

Sincerely,

(Name of Manager or Representative)

McDonald’s (Title)

(Date)

The Honorable (full name of official)

City of (Name of City)(State)

Honorable (i.e. Mayor and member of City Council)

McDonald’s has a proud history of supporting their local communities and this year is no exception. As your local McDonald’s (Manager or Representative), I want to take this opportunity to tell you about an exciting way we are going to help (Name of City) schools and to extend a special invitation.

On (Date) McDonald’s of (Name of City) will be teaming with (Name of school) for McTeacher’s Night. This special evening will give (Name of school) the chance to raise funds for programs, equipment or other special projects when teachers spend the evening working at McDonald’s! Previous McTeacher’s Nights events have raised over ($XXX) for (Name of school)

How does it work? While students, parents and other school supporters are having a great time visiting McDonald’s, a portion of the total sales from the event will go to (Name of school). Your presence at this event will send a strong signal to local leaders, educators and parents about your commitment to education.

McDonald’s is committed to education, and as a McDonald’s (Manager or Representative), I am committed to making (Name of City) a better place. I would love to have the opportunity for you to join in “McTeacher’s Night” on (Date of event at my restaurant located at (Address of restaurant).

I will call you within the next week to determine your interest in participating in this exciting program for the schools in (Name of City). In the meantime, if you have any questions, please feel free to call me at (000-000-0000) or at (e-mail address).

Sincerely,

(Name of Manager or Representative)

McDonald’s (Title)

(Date)

(Name of Principal)

(Name of School)

(School Address)

Dear (Principal)

Thank you so much for participating in McTeacher’s Night on (Date). We had a wonderful time working with you in providing a fun and rewarding experience for your families, teachers and school representatives.

(Insert personal note about event or relationship)

McDonald’s strongly values the vital role that educators play in inspiring our children. Our hope is that we can continue to grow our relationship with you in the future.

Please feel free to let us know if you need additional assistance from us. We look forward to the next McTeacher’s Night.

Thanks again!

Sincerely,

(Name of Manager or Representative)

McDonald’s (Title)

The City of (Name of City)

**WHEREAS** McDonald’s has a long, rich history of broad-based support for education that is part of its heritage and commitment to give back to the community; and

**WHEREAS** McDonald’s support comes from McDonald’s Corporation, Owner/ Operators, Staff, and Ronald McDonald House Charities. Altogether, the entire McFamily® contributes time, effort, and money to support education; and­

**WHEREAS** McDonald’s restaurants throughout the City of (Name of City) will host McTeacher’s Night® on (DATE); and

**WHEREAS** McTeacher’s Night will raise money for (School Name or City Name) schools; and

**THEREFORE, BE IT RESOLVED** that the City of (Name of City) thanks McDonald’s for their commitment to education and has therefore named (Date) McDonald’s McTeacher’s Night.

