

# SANTA LETTER FORM

2011

## MAILING INFORMATION FOR ENVELOPE

CHILD'S FIRST & LAST NAME: \_\_\_\_\_

CHILD'S ADDRESS : \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## INFORMATION FOR CUSTOMIZED LETTER

***Please print. Fill in the blanks exactly how you want it to appear in the letter:***

Dear \_\_\_\_\_,  
Child's Name or Nickname

Christmas is almost here! I am so glad that \_\_\_\_\_ told me that you have been  
Person sending letter or other family/friend

a very good \_\_\_\_\_. Rudolph and I are excited to stop by \_\_\_\_\_ in  
boy/girl, helper, student Location – i.e. your house, apartment

\_\_\_\_\_. We've been busy preparing for our big night.  
City, State, or Country

I know you have been working really hard at \_\_\_\_\_ and \_\_\_\_\_.  
Activity – i.e. riding your bike, studying Activity – i.e. riding your bike, studying

We are very proud of you, so the elves will put a special present in the sack just for you!

I must now hurry back to the workshop to help our elves finish all those presents! Be sure to tell

\_\_\_\_\_ how much we love snacks, and maybe you could leave something yummy for  
family member or friend

us on Christmas Eve.

Mrs. Claus and I wish you and your family a very Merry Christmas, \_\_\_\_\_!  
Child's name or nickname

Love,

Santa

## SENDER'S INFORMATION

***Please provide your daytime phone number so that you may be contacted if we have any questions:***

Name (s): \_\_\_\_\_ Phone: \_\_\_\_\_ Credit Union: \_\_\_\_\_

## **ORDER DEADLINE - FRIDAY, NOVEMBER 18th**

Letters will be mailed December 9th.  
\$3.00 per letter

\*Please make payment at credit union.