

## 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

I was just checking my lists for this year and see that your name is towards the top of the Nice List!

Wow, what a good \_\_\_\_\_ you have been! I am especially proud of you for  
Boy /Girl /Student

\_\_\_\_\_.  
Activity – i.e. good grades, helping at home

We all want Christmas to be special for you this year, and I heard that your \_\_\_\_\_ thinks that  
Person sending letter/ other family /friend

you would like \_\_\_\_\_. I may not be able to get you everything that you want, but I  
name of gift or present

do know that the elves have been keeping an eye on you. They have seen you doing a good job at  
\_\_\_\_\_, so they are putting together some surprises for you, and I really think you  
Activity – being a good friend, studying

will like what is coming your way!

Rudolph and the rest of the reindeer love pulling the sleigh around the world, so I can deliver all of the gifts to the good boys and girls. They are getting really excited to fly me to your \_\_\_\_\_ in  
house, apartment  
\_\_\_\_\_  
City or State or Country

Well, I need to go wash my hands now so that I can take a quick break to eat some of the sugar cookies I smell Mrs. Claus baking; then I need to get back to writing more letters. I want you to continue being a good \_\_\_\_\_ and I hope that you and \_\_\_\_\_ have a wonderful holiday season!  
Boy /Girl /Student family / mom / dad / friend

Merry Christmas & Happy New Year!  
Santa Claus

## 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 8th**

Letters will be mailed December 6th  
\$3.00 per letter