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*"A great place to live, work, and play"*

June 1, 2021

PDQ Enterprises Inc. dba PDQ Rentals  
10826 Shoemaker Ave  
Santa Fe Springs CA 90670

Dear PDQ Enterprises Inc. dba PDQ Rentals:

The City of Santa Fe Springs Department of Community Services is hosting its 8<sup>th</sup> annual "Back to School Backpack Program" on Friday, August 6, 2021 at the Gus Velasco Neighborhood Center, 9255 Pioneer Blvd, Santa Fe Springs, CA 90670. The program provides children, grades K through 12<sup>th</sup>, from low-income families with backpacks filled with grade appropriate school supplies. This program continues to offer the children the ability to pursue their education without the shame and fear associated with their economic status.

While we are all are facing great challenges at this time, we request your assistance in helping the "Back to School Backpack Program" continue to be a success. We are respectfully requesting your support of school supply donations and/or monetary donations for the purchase of school supplies.

We look forward to your support! Your contribution will be greatly appreciated especially during these times! If you require further information, or are prepared to make a donation, please contact Jean Madrid, Community Services Program Coordinator at (562) 692-0261.

Thank you for your consideration.

Sincerely,

Ed Ramirez, Family and Human Services Division Manager  
City of Santa Fe Springs, Family and Human Services Division

John M. Mora, Mayor • Annette Rodriguez, Mayor Pro Tem  
City Council  
Jay Sarno • Juanita Trujillo • Joe Angel Zamora  
City Manager  
Raymond R. Cruz

# BACK TO SCHOOL BACKPACK PROGRAM

## SUPPLIES NEEDED

- Crayons
- Erasers
- Glue Sticks
- Highlighters
- Index Cards
- Mini Staplers w/ staples
- Pencils
- Pencil Pouches
- Pencil Sharpeners
- Pens (Black, Blue & Red ink)
- Pocket Folders
- 1 inch. 3 Ring Binders
- Rulers
- 1 Subject-College Ruled Notebooks 70 Sheets
- College Ruled Filler Paper 100 sheets
- College Ruled Composition Book 100 sheets
- 5 Tab Dividers
- Construction Paper
- Dry Erase Markers

### **DROP OFF LOCATION**

Gus Velasco Neighborhood Center  
9255 Pioneer Blvd.  
Santa Fe Springs, CA 90670  
562-692-0261

### **DONATION DEADLINE**

Friday, July 30, 2021  
(will accept donations after this date)

John M. Mora  
Mayor

Annette Rodriguez  
Mayor Pro Tem

Your City Council  
Jay Sarno  
Councilmember

Juanita Trujillo  
Councilmember

Joe Angel Zamora  
Councilmember