



February 6, 2025

Ashlee Wright, Library Director
& Library Board Trustees
Sixth and Mission St.
Carmel, CA 93921

Dear Ms. Wright & Library Board Trustees:

The Carmel Public Library Foundation respectfully requests consideration to hold our donor cultivation events: the Donor Salute on Sunday, March 9, 2025 from 3:00-5:00pm and the Sterling Circle on Sunday, June 8, 2025 from 3:00-5:00pm at the Harrison Memorial Library.

We plan to serve wine and hors d'oeuvres at each of the events. We are eager to obtain whatever approvals are necessary. Please let us know if you require any further information or documentation.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Alex Fallon", is written over the printed name.

Alexandra Fallon, Executive Director
Carmel Public Library Foundation