

(DATE)

Jane Doe (your name)
123 Education Way (your address)
Abbotsford BC V2T 4W7

Abbotsford Community Foundation
Student Awards Program
201 - 2890 Garden Street
Abbotsford, BC V2T 4W7

I am the recipient of the Bertram A. Bickford Memorial Award (your award name) for the year 2011. I would like to thank you for your generous contribution to my education at the University of the Fraser Valley.(your college choice)

I graduated from Abbotsford Collegiate Secondary School (name of your school and any program you may have been in) Health and Human services program. I look forward to completing my Bachelor of Science Degree in (Engineering, Medicine, and Agriculture) and becoming an Engineer. (title of profession)

Your generous contribution to my education is greatly appreciated. This scholarship will help ease the financial burden of attending university, and allow me to contribute my time and energy to my studies.

Sincerely,

Jane Doe