(Insert Date)

Dear Family and Friends:

As you may or may not know, our (family member, relation to you, and name) has Shwachman Diamond Syndrome. This disease is diagnosed in patients with bone marrow dysfunction (anemia, neutropenia or pancytopenia, multiple infections, bone marrow failure and higher risks leukemia), pancreatic insufficiency (children are unable to digest food without pancreatic enzymes), skeletal abnormalities (bone growth does not match the age growth and other abnormalities), and other lesser reported symptoms involving the lungs, heart, liver.

We are writing to you to ask you to send in any amount of money that you can to help us help (name of patient) through the efforts of Shwachman Diamond Syndrome Foundation. A suggested amount is $100 so as to raise as much money as we can to support the research efforts of Shwachman Diamond Syndrome Foundation. They currently have a research grant offering to scientists/doctors for $35,000 in order to remain competitive in the research world.

Shwachman Diamond Syndrome Foundation was started in 1994 by a mother of an afflicted child and has grown to serve over 500 patients and their families in the US alone (others around the world too), plus hundreds of medical professionals who ask for and receive information from it. It was the first SDS organization in the world and it spawned numerous other support groups due to its leadership and vision. With only 7% of the revenue going to administrative costs, 93% of every dollar donated goes to the activities listed below.

Activities supported and funded by SDSF are providing pertinent information for new families to learn about SDS, advocating grants for and fund research, baskets to hospitalized patients, providing email/phone family support, publishing tri-annual newsletter, attending and funding pertinent medical conferences, hosting and maintaining an international web site, and hosting a bi-annual family conference. The gene was found in December 2002 through the financial help of SDSF and this has given way to a better understanding of the disease and to diagnostic tests that have been developed to help with faster diagnosis.

Our family has benefited from many of these supports and activities and wants to continue to do so. Please help by going online to [www.shwachman-diamond.org](http://www.shwachman-diamond.org/) and donating through PayPal on the home page or send a check to: Shwachman-Diamond Syndrome Foundation, P. O. Box 40, Avon, NY 14414.  We will have your name published in the newsletter as having contributed in (name of patient) honor.

**This is not a case of ‘what if” (name of patient) takes a downturn,**

**but ‘what if” we help fund a cure!**

 Thank you for your consideration to donate. Please feel free to call or email me with any questions.

Sincerely,

(Typed Name)

**P.S. Don’t forget to fill out the Matching Gift fund paperwork from your employer to maximize your donation. The number is 9588351. The tax exempt number is 43-1709945.**