East Chambers Intermediate School
213 School Road
Winnie, TX 77665

Replace with a logo for your school! Also replace pertinent information in letter as needed.

Current Date

Dear Intermediate/Middle School Teacher:

Welcome to "The Great American Mail Race!" The purpose of this activity is to send a student letter and class questionnaire to a middle school in each state, and see how many responses our class will get in return. I know it is later in the school year, but we hope you will still be able to reply.

Enclosed with this letter, you will find directions for joining the mail race. We hope you choose to join in the fun. Not only are we learning to write letters from this experience, but we are learning about many different cities in the United States, as well.

Even if you decide not to join the race, please have a student respond to the questionnaire and/or letter, and return it. We hope to hear from you! Thank you for your time.

Sincerely,

Teacher Name
Teacher Subject
School Name