



LA Grand Prix Scholarship Fund

• Sample School Letter

To Whom It May Concern:

In reference to the following individual:

Name: JOHN DOE
Social Security: 111-11-1111
Scholarship Amount: \$1,000.00

This letter is to certify that said student is a recipient of the stated scholarship amount through the Grand Prix Scholarship fund, which is sponsored by our organization. Funds will be paid to your institution provided that it is an accredited institution of higher education and learning as defined by your state's department of education.

Please bill the Foundation of LBPA at the above address for any of the student's direct expenses of higher education, which are owed to your institution. This amount must not exceed the student's fees currently owed to you or the scholarship amount referenced to above. Once billed, prompt payment will be made to your institution.

Thank you for your cooperation. If you have any questions, please feel free to contact me at the above letterhead address.

**** THIS LETTER EXPIRES 18 MONTHS FROM THE ABOVE DATE. IF THE STUDENT DROPS OUT OF SCHOOL, ANY REFUND SHALL BE MAILED FROM THE SCHOOL BACK TO THE FOUNDATION.**

Sincerely,

Stuart J. Moss
Youth Director