## **Examples of letters to use:**

July 9, 2022

Tops Super Market Mr. Ryan Manager 120 Main Street Houston, TX

Dear Mr. Manager,

Last year you purchased my pen of market rabbits from the Katy Livestock Show and Rodeo Small Animal Sale. Thank you again for your purchase, I used the money I earned from last year's sale to buy my market chickens and rabbits for this year.

I am going back to the Katy Livestock Show and Rodeo on (given date). I will be showing and selling my pens of market chickens and rabbits for this year. I have learned a lot through FFA with my projects. Some critical lessons I have learned are responsibility and time management. This is important since I am trying to balance school work, school sports and church youth group.

I wanted to invite you to the show. You can bring your whole family to enjoy seeing the FFA animals, entertainment and eating the great fair food. Don't forget to visit the Rabbit and Poultry pens at the Gerald D. Young Ag Facility and LD Robinson Pavilion at 5825 Katy-Hockley Cut Off.

After you take in all the great fair fun, I hope you attend one of the Livestock Auctions. The Rabbits and Poultry will be selling on (given date and time). I have enclosed a Buyer's Packet that outlines all of the sale times. If you have any questions, don't hesitate to visit <a href="http://katyrodeo.org/auction.aspx">http://katyrodeo.org/auction.aspx</a>.

Thanks once again for your support last year. You helped me be able to participate another year in FFA with rabbit and poultry projects.

Sincerely,

Billy Bob

FFA member of Seven Lakes High School