



Giordon Stark <kratsg@gmail.com>

Named SURF Thank You Note Writing Party

2 messages

Carol Casey <casey@its.caltech.edu>

Mon, Jul 19, 2010 at 2:13 PM

To: kratsg@caltech.edu

Hi, Giordon,

Congratulations! You have been selected as a named SURF. Your named SURF title is:

Edward C. and Alice Stone SURF Fellow

Funds generously contributed by this donor (along with financial support from faculty) allow SURF to support our students, your project, and our summer programming. SURF donors have greatly supported students at Caltech and always enjoy connecting with the student named in their honor, and it is important to acknowledge the donors' generosity. To express your gratitude, it is important that you handwrite a thank you note.

We will be holding a "Thank You Note Writing" party on Wednesday, July 21, at 1:30 pm in Winnett Lounge. Please be on time. At the party we will have information about your donor and will supply note cards, pens, and snacks.

While it is not necessary to you write the note at the party, we highly suggest that you do. If you do not write your thank you at the party, please deliver the handwritten note to the Student-Faculty Programs Office no later than July 30. If you wish, you may write a longer letter on a computer to be included with your handwritten note. Once submitted, we will make a copy of your note for our records and send the note to the donor. We cannot release donor addresses directly to you.

Also, please acknowledge your named SURF donor in all papers and presentations related to your project.

We look forward to seeing you on Wednesday! (If you are doing your project off campus, let me know and I will forward you your named SURF information.)

Carol

Casey, Carol S <casey@caltech.edu>

Wed, Jul 21, 2010 at 4:59 PM

To: Giordon <kratsg@aol.com>

Hi, Giordon,

Your mentor can help you with this, but we've seen things like "Support for this project was provided by the Edward C. and Alice Stone SURF Fellowship."

Hope that helps!

Carol

Carol Casey
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