<<Today>>

<<FirstParent.RelatedContact\_Name>>

<<Contact\_MailingStreet>>

<<Contact\_MailingCity>>, <<Contact\_MailingState>> <<Contact\_MailingPostalCode>>

Dear <<FirstParent.RelatedContact\_Name>>,

We at Make-A-Wish® hope this note finds your family doing well. We have made several attempts to contact you so that we may continue with a wish for <<Contact\_FirstName>>, but we have not been successful in reaching you.

It would be our pleasure to grant a wish for your child; however, we need to meet with you to continue our process.

If you would like to continue the wish process for <<Contact\_FirstName>>, it is imperative that we hear from you by **INSERT DATE 30 DAYS FROM THIS LETTER.** If we do not hear from you by this date, we will need to close <<Contact\_FirstName>>’s wish file. If you again decide after that point to pursue a wish through Make-A-Wish, you will need to refer <<Contact\_FirstName>> once more to our organization, and he/she will need to meet all Make-A-Wish eligibility criteria in place at that time. Please understand that if <<Contact\_FirstName>>’s medical condition changes or Make-A-Wish changes its medical eligibility criteria, there is a possibility that <<Contact\_FirstName>>’s condition at the time of re-referral may no longer qualify him/her to receive a wish.

We hope <<Contact\_FirstName>> is doing well. We hope to hear from you before **INSERT DATE 30 DAYS FROM THIS LETTER.** You can reach us at **1**-(**888) 888-8888**.

Sincerely,

<<CaseOwner\_FullName>>

<<CaseOwner\_Title>>