<<Today>>

{Contact Name}

{Address}

{City}, {State} {Zip}

Re: <<Contact\_Name>>

This letter is to inform you that Make-A-Wish was notified by <<Contact\_FirstName>>’s medical professional that <<Contact\_FirstName>>’s wish should be treated as a RUSH WISH. The timeframe for this wish is <<Case\_Rush\_Timeframe>>. We would sincerely appreciate any assistance you can offer to ensure that <<Contact\_FirstName>>’s wish comes true!

<<CaseOwner\_FullName>>

<<CaseOwner\_Email>>

<<ChapterName\_Name>>

<<ChapterName\_Phone>>