

*This form may be copied  
for multiple schools' use.*

Thank you letters may be addressed to:  
Roland Radack, Executive Director  
KSL's Quarters for Christmas  
c/o Bonneville Charitable Foundation  
PO Box 45654  
Salt Lake City, UT 84145-0654



## 2016 Distribution Certification for School Use

*This program is administered by Salt Lake Education Foundation on behalf of KSL's Quarters for Christmas. As a stipulation of this grant, all cards must be accounted for and distributed to families of students in need no later than December 23, 2016. The gift cards have a value of \$50 each and are only to be used for clothing, shoes, and coats for children. There is no expiration date on the gift cards. If there is a problem redeeming a card for merchandise, please notify the store's Customer Service Department.*

### To be completed by a district or school administrator:

I certify that I received \_\_\_\_\_ (enter the total number) Walmart gift cards, valued at \$50 each, serial numbers 61317670 \_\_\_\_\_ through 61317670 \_\_\_\_\_ (enter the last four digits of the first and last cards, which are in sequential order), and distributed them to families of students in need for the purchase of clothing, shoes, and coats for children; or, as an alternative method, new purchases of clothing, shoes, and/or coats in an amount equal to the total value of the gift cards received were purchased by school staff and distributed to students in need.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

District and/or School Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

***This form must be completed and returned to the attention of Jeanette Hartley by email at [jeanette.hartley@slcschools.org](mailto:jeanette.hartley@slcschools.org) or fax at 801.578.8440 no later than the end of the business day on Friday, January 20, 2017.***

*This form may be found on the Salt Lake Education Foundation's website at [www.saltlakeeducationfoundation.org](http://www.saltlakeeducationfoundation.org).*

