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Dear Sir/ Madam,

The Students' Society of Spectrum Institute of Science and Technology (SIST) the pioneer in life science education in Sri Lanka is planning to visit Apeksha cancer hospital Maharagama on the 9th of December 2017 at 1 PM, as one of the main community service projects. We would like to spend some time with the children there and celebrate Christmas with them in an attempt to make their lives happier during our short visit.

The main items which will be donated are,
- Bedsheets
- Biscuits
- Stationary items (Drawing books, Pastels)
- Fruits (Apples, Oranges)
- Toys

We would be grateful if you could grant us donations for this charitable event, thereby aiding us in achieving our goal to make a positive impact on society. We assure that your decision to donate for this event would be beneficial for children who need help   .
Thank you for your kind consideration. We look forward to a prompt and favorable response.

Kind Regards,

....
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Spectrum Students' Society.
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....
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