

January 15, 2013

«Letter_Address_Block»

Dear «Letter_Salutation»:

The Lynde and Harry Bradley Foundation is a private foundation subject to Internal Revenue Code regulations. These regulations require that grant expenditure documentation be obtained from certain grantees.

Enclosed is a grant expenditure report that details a grant to your organization that was paid in 2012. Please indicate the amount of the grant expended through December 31, 2012 and include an expenditure statement and any other pertinent financial information as requested in the section entitled "use of grant." In addition, please include information regarding the progress made toward the goals of the grant, and be sure to sign the form.

This information is needed as soon as is practicable to complete our records for this grant. Please convert all amounts into U.S. dollars.

Thank you for your cooperation. Please contact me or Yvonne Engel at (414) 291-9915 if you have any questions.

Sincerely,

Cynthia K. Friauf

CKF/ye

Enclosure

Grant ID #«Request_ID»