



## UNIFORM EXCHANGE PROGRAM

### School Year 2008-09

Hope you all are enjoying summer vacation. There was quite a bit of leftover PE sweatshirts in lost and found that has now been donated to the uniform exchange.

The uniform exchange program inventory has been updated and there are plenty of "gently used" uniforms available. Please see attached inventory spreadsheet.

This is not a one for one exchange program. You are not required to turn in any clothing to participate. Simply browse the inventory listing of available items and place your request. There is no limit to the numbers of request forms that you can submit within the school year. All uniform requests must be in writing and will be filled on a first come first served basis. Please include email address. You can pick up a copy of the request form from the school office or from our website.

Once your request has been received and filled, the requested items will be sent home with your child within 3-4 business days. If the items do not fit your needs, please return them to the school and they will be placed back in available inventory. Please be sure to fill out all information on the request form.

Please remember to put your child's name on **ALL** articles of clothing that your child wears to school. If you need any further information or have any questions, please feel free to contact me. I will be filling requests over the summer vacation.

Thank you,

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