

Letter to Parents

Category: Digital Materials

Published: Nov 12, 2025

Reading Time: 1 min

There are 2 separate versions of the Letter to Parents. One version is more suited for events using Pre-registration, and the other version is more suited to the Open registration model.

If using a Pre-Registration, you provide us with a spreadsheet of participants to import into your website, and the system automatically generates their fundraising pages.

The information you add as the **purpose of the fundraiser**, the name of the **Name of school or organization**, **Name of the fun run event**, **Fun Run date**, and the **individual goal**, will be incorporated into the Letter. These details can be reviewed and customized at any time through the **Resources** area.

The screenshot shows the 'myfunrun' interface for 'Starfield School - Basic'. The left sidebar has a 'Resources' menu item highlighted with a red box. The main content area is titled 'Resources' and includes a sub-header 'Manage the student resources of your website.' Below this, a light blue banner states: 'You can upload custom PDFs files to be used instead of the default ones. If you do not upload a custom PDF, the default one will be used.'

The 'Custom PDFs' section contains four rows of controls:

- MyFunRun Promotional flyer**: ☐ Disable [View](#). File input: 'Choose File' (button), 'No file chosen' (text).
- Open Registration Letter to Parents**: ☐ Disable [View](#). File input: 'Choose File' (button), 'No file chosen' (text).
- Pre Registration Letter to Parents**: ☐ Disable [View](#). File input: 'Choose File' (button), 'No file chosen' (text).
- Pledge Sheet**: ☐ Disable [View](#). File input: 'Choose File' (button), 'No file chosen' (text).

The 'Extra files' section has a 'New Extra File' button and a description: 'Use this section to upload addition documents that will be included in the student resource area.' It includes a 'Show 100 entries' dropdown and a 'Search:' input field.

Below is a table with columns: Actions, File, and Status. The table is currently empty, displaying 'No data available in table'.

At the bottom, it says 'Showing 0 to 0 of 0 entries' with 'Previous' and 'Next' navigation buttons.

Here is a sample of what the **Pre-Registration** Letter looks like.

Color Run

June 18, 2026



Dear Supporters,

Starfield School - Basic will be holding a fundraising campaign which will culminate with participants taking part in **Color Run** on **June 18, 2026**. We are raising money for getting a better playground!

Each participant has been given their own personal fundraising webpage. The address of the participant's fundraising webpage can be found on the flyer included in this package. If you aren't sure of the address (URL) of the personal fundraising webpage, go to the website <https://myfunrun.com/demo-website-basic>, click on donate, then enter the participant's first name (or participant number).

You can also share the participant's webpage easily by clicking on one of the "Share" icons at the top right of the personal fundraising webpage.

People with whom to share the personal fundraising page

- Family Members
- Colleagues
- Neighbors
- Friends
- Educators
- Etc...

Please help and encourage the participant to surpass their goal of **\$35.00**. Every dollar counts!

Our group, organizers, and volunteers are all working hard to make this campaign a success and improve our community. Please take just a few minutes to do your part by encouraging and facilitating fundraising efforts.

The fun run promotes a healthy message and teaches the importance of health, fitness and giving.

Thank you for your support!

The Fun Run Committee

Visit us Online

myfunrun.com/demo-website-basic

Here is a sample of what the **Open Registration** Letter looks like.

Color Run

June 18, 2026



Dear Supporters,

Starfield School - Basic will be holding a fundraising campaign which will culminate with participants taking part in **Color Run** on **June 18, 2026**. We are raising money for getting a better playground!

To participate:

1. Go to the website <https://myfunrun.com/demo-website-basic>
2. Click on Register to Participate
3. Fill out the registration form

Registration is required to participate. Once registration is complete, you will be given your own personal fundraising webpage. If you aren't sure of the address (URL) of your personal fundraising webpage, go to the website <https://myfunrun.com/demo-website-basic>, click on donate, and then enter your first name (or participant number).

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