



School Bridge Lesson Series Program

Sample School Official Letter

This sample letter provides basic information for a school administrator. You will want to personalize it on your letterhead to include your credentials, knowledge of the school and program plans.

Dear _____:

I hope you will take a few moments to review the enclosed materials on an outstanding and fully funded program to teach bridge in the schools. Widely regarded as the greatest sport of the mind, bridge has been well received in schools for its value in developing thinking, math and social skills as well as improving memory and concentration.

The program is presented by the American Contract Bridge League, a not-for-profit organization founded in 1937. With 165,000 members and 3,300 affiliated bridge clubs throughout North America, the ACBL is the world's leading organization in promoting the game through lessons and tournaments. You can learn more about the organization at www.acbl.org.

The ACBL and ACBL Educational Foundation have made the ACBL School Bridge Lesson Series (SBLs) Program available to schools since 1989. More than 4,000 students have participated annually. Lessons often lead to school competitions and opportunities for summer camps, travel and scholarships. The ACBL provides a subsidy for the teacher and free learning and bridge club materials, including textbooks, cards and T-shirts. All that is needed by the school is a space for the lessons and support for bridge as an approved activity.

I have completed the ACBL Teacher Accreditation Program, am a member of the American Bridge Teachers Association and have taught bridge in clubs and schools for 10 years. I would be happy to provide references from colleagues and former students.

I have enclosed several information items for you to review and will be in touch with you soon to schedule an appointment to discuss this great opportunity for your students. I look forward to talking with you.

Sincerely,

