



**OFFICE OF THE MAYOR**

Dana Ralph, Mayor  
220 4th Avenue South  
Kent, WA 98032  
Fax: 253-856-6700

**PHONE: 253-856-5700**

Dear Business Partner and Community Member:

As an Ex Officio member of the Kent Sister Cities Association (KSCA) I am writing to encourage your support of KSCA with a donation to help with its efforts to promote, organize and maintain sister city relationships with similar communities around the world.

KSCA is a nonprofit volunteer organization that provides the framework for each of the three Kent Sister City committees to engage in fostering international relations through educational, cultural, recreational, governmental and economic activities. Kent currently has sister city relationships with:

*Tamba, Japan / Yangzhou, China / Sunnfjord, Norway*

Each Sister City Committee is responsible for raising funds to support the programs they are involved in, including Youth Ambassador, educational and sports exchange programs.

A committee representative will be in touch with you soon about making a donation of support. Since KSCA is registered with Washington State as a 501(c)(3) non-profit organization, your donation is tax deductible. You will also be recognized as a community member/company who supports the Association's multicultural activities. For your records, Kent Sister Cities Association's Federal Tax ID/Employer Identification Number (EIN) is 91-1639599.

If you have any questions regarding your donation, or if it needs to be picked up, please contact:

- Japan Sister City – TJ Spring at 206-818-9316 or [chair@katsistercities.org](mailto:chair@katsistercities.org)
- China Sister City – Lucy Del Cid at 425-306-6088 or [lucydelcid@comcast.net](mailto:lucydelcid@comcast.net)
- Norway Sister City – Tracie Leistikko 253-218-5123 or [tistikko@comcast.net](mailto:tistikko@comcast.net)

I thank you for your support of this invaluable program.

Sincerely,

A handwritten signature in blue ink that reads "Dana Ralph".

Dana Ralph  
Mayor