

Merriwood Drive
Bridgewater, NJ 08807
October 31, 2007

Staples
Route 202 @ Somerville Circle
Raritan, NJ 08869

To Whom It May Concern:

We are two seventh grade students at Bridgewater Raritan Middle School. We are working on a project about global warming, and we need your help.

While researching for our project, we learned that one cause of global warming is the cutting of trees. Trees remove carbon dioxide, a harmful gas that increases the Earth's temperature, from the air. Trees also give off oxygen, which we need to breathe. A lot of trees are used to make paper and paper products. Your company is a place where a lot of people go to obtain these items. Our idea is to encourage people to recycle their paper products. If we could get a large company, such as Staples, to encourage recycling, it would have an enormous effect. Think of how many trees we could save!

If you are willing, it would be a big help if you could put up banners and signs in and around your store encouraging buyers to recycle their paper when they are done with it. If you would like, we would be more than willing to make the banners for you.

Thank you for reading this letter and considering our request.

Sincerely,

Faizah & Eric