

Correspondence Guidelines for your Sponsored Garuna Kid or Teacher:

Correspondence: You are welcome to send a card, letter or other greeting to your sponsored student or teacher. Please be sure to include your name and the teacher or child's name whom you sponsor. When completed, send your letter to **The Garuna Foundation, 2924 East Cholla Street, Phoenix, Arizona 85028**. It will be forwarded to our staff in Cambodia for translation into Khmer (Cambodian language) before it is shared with your sponsored student/teacher.



Guidelines for Correspondence: If you desire to correspond with your sponsored child or teacher, you are welcome to do so. If you would like to reach out, please follow the guidelines below:

- Include a short letter of introduction.
- Please type or write neatly to simplify the task of translation.
- Send words of encouragement or prayer.
- Keep the letters consistent with Christian themes.
- Feel free to send a photograph of you or your family.
- Please do not share your address, phone number or email address in your correspondence.
- Please do not send gifts or money to your sponsored child or teacher as our focus is on education and Christian encouragement.
- Should you desire to send an additional donation for your child/teacher's classroom or school, gifts will be forwarded by The Garuna Foundation on your behalf. These general gifts will be sent to Cambodia and enjoyed by all the students in your child or teacher's classroom or school, rather than with a select few. This reduces jealousy and disappointment among individual students and teachers, ensuring equal treatment to all. Checks may be made payable to Garuna and sent to the Garuna office in Phoenix.
- At this time, there are no reciprocal greetings shared from Cambodia with sponsors. This is due to the fact that the K-6th grade students are not fluent in English and most are not yet capable of writing letters without a high level of staff support. However, you will receive an annual brochure with updated school photos and data regarding your child/teacher.
- Please direct any questions regarding Garuna Kids and teachers to info@garuna.info.

Prayer: An important component to sponsorship is prayer for your sponsored child or teacher. Keep his/her picture and biography in a place to remind you to pray regularly

Thank you very much for your kind sponsorship of a Garuna Kid or Teacher!