**CHEF DEMO VOLUNTEER OUTREACH LETTER**

 [Insert school district logo]

[Today’s date]

Dear [PTO/PTA President],

We are excited to announce that we will be hosting a [Menu Item – or – Local Produce] Chef Demo event during lunch at [school name] and we encourage parents to volunteer!

Chef Demos are a great way to introduce kids to new foods by engaging their senses. At this particular demo event we will be sampling [sample; the allergens include [list allergens]. We are excited that guest chef, [chef’s name] from [our food service team – or – restaurant name] has agreed to join us.

The Chef Demo will be held on[date] from [start time] to [end time] in the [school name] cafeteria. Please see the attached event poster and volunteer guide for more information. All interested parents should contact [name and email] by [date].

Thank you for your support of our school lunch program!

Sincerely,

[School district name] Food Service Team