January, 2017

Dear Manager:

Ombudsman Services of San Mateo County (OSSMC) will be holding its annual fundraising event, **“A Legacy of Caring: Honoring Tippy Irwin”**, on Sunday, April 30, 2017 at Peninsula Italian American Social Club. This year’s event will feature a fabulous brunch buffet, and both live and silent auctions. In addition, we will be paying tribute to Tippy Irwin, our accomplished Executive Director who will be retiring after 15 years.

I am writing to request a donation of a live or silent auction item in support of our program. OSSMC serves as a health oversight agency that advocates for residents of San Mateo County’s long-term care facilities. We assure that they receive the medical and social services they need to experience maximum function and quality of life. Our program is mandated to protect the rights, safety and dignity of all long-term care residents by making regular, unannounced visits and responding to residents’ concerns and complaints.

In addition to advocacy, OSSMC educates both consumers and providers and works to resolve residents’ complaints. Our specially-trained, state-certified volunteer ombudsmen monitor facilities by making over 4,500 unscheduled, drop-in visits each year. They receive approximately 1,500 complaints made by or on behalf of the residents and investigate and work to bring resolution to those complaints.

Included in this packet you will find additional information about OSSMC and OSSMC’s tax exempt status. If your company elects to participate in this event as an auction donor, please return the enclosed form, together with the donated item (or instructions on securing the item) to Mitch Reitman, Ombudsman Services of San Mateo County, 711 Nevada Street, Redwood City, CA 94061 or via e-mail to [mitchreitman@ossmc.org](mailto:mitchreitman@ossmc.org).

Thank you in advance for your consideration.

Sincerely,

Mitchell G. Reitman, MSW

Director of Development