



UNITED STATES MARINE CORPS

6th COMMUNICATION BATTALION
4th MARINE LOGISTICS GROUP
FLOYD BENNETT FIELD
BROOKLYN, NEW YORK 11234

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T4T
09 Oct 08

From: Officer in Charge Toys for Tots Program, 6th Communication Battalion,
Brooklyn, NY 11234

To: Distribution

Subj: 2008 TOYS FOR TOTS CAMPAIGN FAMILY REQUESTS

1. In order to more efficiently distribute toys to needy family's and children in the greater New York City and ensure that we are in keeping with The Marine Toys for Tots Foundation mission as stated:

"The mission of the U.S. Marine Corps Reserve Toys for Tots Program is to collect new, unwrapped toys during October, November and December each year, and distribute those toys as Christmas gifts to needy children in the community in which the campaign is conducted....",

6th Communication Battalion Toys for Tots Program will no longer be accepting or considering individual family requests. We are coordinating with NYPD Public Affairs, who will in turn coordinate with the local precincts, community based organizations, and shelters.

2. If you know of any organizations that are Non-Profit and have a 501 C 3 Tax Exemption Letter, they may send their requests with the following information:

**Number of Children:
Age of each Child:
Gender of each child:
A copy of your company's 501 C 3 Tax Exemption Letter.**

Fax the request to (718) 338-6763

3. Point of contact is Maj Wynne at (718) 338-9695.


E. M. WYNNE
MAJ USMC