August 1, 2018

To Whom It May Concern:

 Enclosed you will find the announcement for the 31st Annual Pumpkin Drop hosted by the student chapter of American Society of Mechanical Engineers to be held on the Evansdale campus of West Virginia University in Morgantown, West Virginia on Friday, October 19, 2018 from 8:30 am to 2:00 pm. Please read and follow carefully all the rules enclosed with this letter in order to make sure that all entries comply with the specified constraints and safety procedures. We have found over the years that student teams from many schools (K-12) in our region have enjoyed attending and competing in this fun, challenging and rewarding event.

 We would appreciate it if you would please pass this information on to the appropriate science/physics/math teacher(s) in your school. If you have any questions, please do not hesitate to contact Mrs. Kande Brandt at (304) 293-3177 or by e-mail at kande.brandt@mail.wvu.edu

 For your convenience, we are also enclosing a pre-registration form. Please feel free to make and distribute additional copies if needed. When we receive your completed pre-registration form and the appropriate fees, we will send you a letter of confirmation, your drop placement sticker, as well as guidelines for the bus driver(s) so that he/she will know how to reach our site, where to unload the students and where to park. **We are only accepting 300 entries this year so please note that all pre-registration forms and associated fees must be postmarked by October 3, 2018. No Exceptions.**

 Included in this mailing is a photo of the T-shirt that will be sold to publicize the ASME 31st Annual Pumpkin Drop. These may be pre-ordered at $12.00 each and picked up or purchased for $15.00 each on the day of the Pumpkin Drop from a Ronald McDonald House representative. All proceeds from the Pumpkin Drop Competition are donated to the Ronald McDonald House Charities in Morgantown.

Sincerely,

Dr. Jacky C. Prucz

Professor and Chairman

Department of Mechanical and Aerospace Engineering